

MINUTES OF THE REGULAR MEETING OF THE
BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY
OF THE CITY OF MONROE, LOUISIANA, HELD
ON THURSDAY, APRIL 11, 2019

The Board of Commissioners of the Housing Authority of the City of Monroe, Louisiana, met in Regular Session at 2:00 P.M. on Thursday, April 11, 2019, at the office of the Housing Authority of the City of Monroe, Louisiana, located at 300 Harrison Street, Monroe, Louisiana 71201.

Those present and absent were as follows:

Present: Chairman Hal H. Hinchliffe, Vice-Chairman Rick Miller, Commissioner Patricia Gix, and Commissioner Joe Farr

Absent: Commissioner Beverly Lewis

Also, present were: Frank L. Wilcox, MHA Executive Director; William Smart, MHA Succeeding Executive Director; Janet Sanderford, Administrative Director; Janet Wells, Planning and Development Director; Kara Jenkins, Executive Staff Officer; Jim Rountree, Attorney; and Steve North, Attorney

Guests in attendance were: Mickey Tucker, Monroe Police Department Sergeant; Marilyn Hunter, OIC Representative; and Lorenzo Brown, OIC Representative.

NOTICE OF REGULAR MEETING

TO: Mr. Hal H. Hinchliffe, Chairman
Mr. Rick Miller, Vice-Chairman
Dr. Henry Bonner, Jr., Chairman Emeritus
Mr. Joe Farr, Commissioner
Ms. Patricia Gix, Commissioner
Ms. Beverly V. Lewis, 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 Regular Session at 2:00 P.M. on Thursday, April 11, 2019, at the office of the Housing Authority of the City of Monroe, located at 300 Harrison Street, Monroe, Louisiana 71201 for the following purposes:

1. Approve Minutes of Previous Meeting
2. Presentation of Management and Financial Reports
2. Any other business that may come before the Board

HAL HINCHLIFFE, CHAIRMAN
kj/hh

Dated this April 5, 2019

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 March 14, 2019, meeting. There were none, and Commissioner Joe Farr introduced a motion that the minutes of the previous meeting be approved. Vice-Chairman Rick Miller seconded the motion, and it carried unanimously.

Chairman Hinchliffe called on Sgt. Mickey Tucker to provide an update on crime statistics. Sgt. Tucker shared the good news that crime was down near our properties for the month of March. He mentioned that Monroe Police Department was in the process of hiring additional officers, and he discussed some crime in other areas. Chairman Hinchliffe thanked Sgt. Tucker for his assistance, and he left the meeting.

Chairman Hinchliffe called on Mr. Wilcox to introduce the guests from OIC. Mr. Wilcox informed the board that OIC was assisting residents of MHA in obtaining their GED and asked Ms. Marilyn Hunter to share about their successes. Ms. Hunter introduced herself and her coworker, Mr. Lorenzo Brown. She reiterated that OIC had been working with MHA to provide opportunities for residents in our developments to get their HISET/GED. She mentioned that 7 MHA residents would be graduating on

May 16th at the Civic Center, and she expected to have another 7 MHA students prepared to graduate soon. Ms. Hunter also told the board about iCan after school program, which OIC is conducting at Louis Locke and Miller Square. She shared several success stories regarding how impactful those programs have been in MHA communities. Chairman Hinchliffe thanked Ms. Hunter and Mr. Brown for their service and for sharing the accomplishments with the board, and the OIC representatives left the meeting.

Chairman Hinchliffe prompted a conversation regarding the renewal of Mr. Joe Farr's commissioner appointment. Mr. Wilcox confirmed that Mayor Jamie Mayo appointed Commissioner Farr for another 5-year term. Mr. Jim Rountree performed the ceremony, swearing in Commissioner Farr and leading him through the oath of office.

Chairman Hinchliffe called on Mr. Wilcox to introduce the Topics for Discussion from the agenda.

Mr. Wilcox began by discussing the need for approval of the annual water heater contract. After discussion, Commissioner Joe Farr introduced the following resolution:

RESOLUTION # 3709

**A RESOLUTION ACCEPTING THE LOW BID FROM LOWE'S
FOR THE ANNUAL WATER HEATER CONTRACT.**

BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the City of Monroe, Louisiana, that the low bid from Lowe's for the annual water heater contract, project # 19GEN03.WH, to purchase a minimum of 50 and up to 100 water heaters over a 12-month period, is hereby accepted.

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

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

NAYS: None

Mr. Wilcox then brought the board's attention to the GB Cooley conversation from the last board meeting. Commissioner Farr shared that he had spoken with Ben Pitts. After discussion, the board determined to attempt a peaceful resolution through conversation with the owner of Coney Island before moving forward with a lawsuit.

This concluded the Topics for Discussion.

Chairman Hinchliffe then moved to the report section of the meeting and asked for updates.

Mr. Wilcox reviewed the vacancy reports and rent roll analysis. He mentioned that we have some renovations going on but stated that the numbers were all good, with public housing at around 96% occupied and retirement communities at 99%. Mr. Wilcox then moved on to the crime statistics report, reiterating what Sgt. Tucker had previously shared.

Mr. Wilcox called on Janet Wells to present the construction report. Ms. Wells informed the Board that Robinson Place II is complete. She then discussed the active projects at each location, commenting that repairs at Breece Locke were 80% complete and Robinson Place was finished. She shared that work was started on 50% of the units in the Johnson and Carver renovations, with 20% of the work complete. Ms. Wells relayed an update that the environmental issue was cleared for St. John. She also stated that the closing with the contractor for Preservations Mills, also known as 3rd and 4th Street, was scheduled for April 19th, 2019. Mr. Wilcox mentioned that Home Funds would cover 75% of the renovation of one of the houses on 3rd Street.

Mr. Wilcox then asked Janet Sanderford to provide an update on the financial reports. Ms. Sanderford stated that the financials look good and all of the properties are stable financially. Mr. Wilcox brought up that HUD had just audited the Section 8 books and were very complimentary.

Chairman Hinchliffe requested an Executive Session, and Commissioner Farr seconded the notion. Everyone was dismissed, with the exception of the board, the attorneys, and Mr. Wilcox. When the executive session was complete, the regular board meeting reconvened, and Chairman Hinchliffe stated that there were no action items to note at this time regarding their discussions.

Chairman Hinchliffe asked if there was any other business to come before the Board. There being no further business, Commissioner Farr made a motion to adjourn the meeting. Vice-Chairman Miller seconded the motion, and it carried unanimously. The meeting was adjourned.

HAL H. 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 Regular Meeting of the Board of Commissioners of said Authority held on Thursday, April 11, 2019, 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 11th day of April, 2019.

FRANK L. WILCOX, SECRETARY

(SEAL)