

**LHC Board of Directors**

**Board Meeting Minutes**

**Wednesday, December 11, 2013**

**2415 Quail Drive  
V. Jean Butler Board Room  
Baton Rouge, LA 70808  
12:00 P.M.**

**Board Members Present**

Michael L. Airhart  
Dr. Daryl V. Burckel  
Mayson H. Foster  
Treasurer John N. Kennedy  
Ellen M. Lee  
Matthew P. Ritchie  
Willie Spears  
Malcolm Young  
Guy T. Williams, Jr.

**Board Members Absent**

Larry Ferdinand

**Staff Present**

Fred Tombar  
Bradley Sweazy  
Barry E. Brooks  
Rene' Landry  
Brenda Evans  
Loretta Wallace  
Janel Young  
James Young  
Danny Veals  
Terry Holden  
Todd Folse

Edselle Keith Cunningham, Jr.

Leslie C. Strahan

Jessica Guinn

Victoria Hilton

Collette Mathis

Marjorianna Willman

### **Others Present**

See Guest Sign-In Sheet

### **CALL TO ORDER**

LHC Board Chairman Michael L. Airhart called the meeting to order at 12:27 pm. Board Secretary Barry E. Brooks called the roll; there was a quorum.

### **APPROVAL OF MINUTES**

**On a motion by Board Member Guy T. Williams, Jr. and seconded by Board Member Dr. Daryl V. Burckel, the Minutes of the November 13, 2013 LHC Board of Directors meeting were approved unanimously.**

### **LHC BOARD CHAIRMAN'S REPORT**

Board Chairman Michael L. Airhart noted that Village de Jardin Apartments has recently been awarded a Merit Award by the American Institute of Architects.

### **LHC EXECUTIVE DIRECTOR'S REPORT**

ED Frederick Tombar, III noted LHC recently won the AARP Livable Community Award for Permanent Supportive Housing 2013 Great Places to Live Award; that he recently attended the NCSHA Executive Directors' Meeting and met with HUD, WHEC, and FHFA officials and learned that HUD received the LHC's challenge to the PBCA along with the Louisiana Attorney General's opinion on the matter; that he participated in a presentation to the State Bond Commission on how projects are approved by LHC Staff and Board based on need; and he advised everyone the new LHC Chief Administrative Officer position had been approved by Civil Service.

### **SINGLE FAMILY COMMITTEE REPORT**

SF Chairman Matthew Ritchie noted that the Committee met earlier, and was recommending approval of the resolution regarding the FNMA Advantage Plus Program.

LHC Program Administrator Brenda Evans briefly went over the specifics of the matter, noting details thereof were in the Board binders, and that the resolution would allow for legal documents between the Master Servicer and George K. Baum to be drafted.

**On a motion by Board Member Matthew P. Ritchie and seconded by Board Member Ellen M. Lee, the resolution to authorize and direct the Finance Team of Louisiana Housing Corporation (the "Corporation") to implement the FNMA Advantage Plus Program providing homeownership financing and/or refinancing program; and providing for other matters in connection therewith, was moved to debate. There being no further discussion, opposition, or public comment, a vote was taken, and the motion passed unanimously.**

Ms. Evans advised that Single Family Program updates were in the Board binders.

### **SUSTAINABLE HOUSING COMMITTEE**

SHC Chairwoman Ellen M. Lee noted that the Committee had not met earlier; that there were no action items; and that updates were in the Board binders.

### **ASSETS AND INVESTMENTS COMMITTEE REPORT**

AIC Chairman Dr. Daryl V. Burckel noted that the Committee had not met earlier, and that there were no action items.

LHC Program Administrator Loretta Wallace advised the Board that the occupancy rate at Willowbrook Apartments was at 93% (379/400 units occupied) and that the budget was on track; Village de Jardin at 97% occupancy (217/224) and that there were budget variations due to underestimation of the cost of electrical post meter installations; and that Mid-City Gardens was at 95% occupancy (57 out of 60) and that the budget was on track.

Board Member Williams clarified that his request during the November BODM was for rent increases only for new tenants, not for existing tenants.

Chairman Airhart requested that Ms. Wallace provide the Board with the percentage of overages for utility costs for VDJ.

AIC Chair Burckel advised that the next cash flow for the LHC properties was \$700K.

## **MULTIFAMILY COMMITTEE REPORT**

MC Chairman Guy T. Williams, Jr. noted that the Committee met earlier and recommended approval of the resolution regarding Canaan Village.

LHC Program Administrator Brenda Evans went over the specifics of the matter, noting that staff was likewise recommending approval.

**On a motion by Board Member Guy T. Williams, Jr. and seconded by Board Member Willie Spears, the resolution accepting the proposal of Merchant Capital, L.L.C. or such other purchaser as may be designated by the Developer for the purchase of not to exceed \$5,500,000 Multifamily Housing Revenue Bonds (Canaan Village Apartments Project, 1915 Patzman Street, Shreveport, LA 71101) in one or more series; fixing the parameter terms of said bonds; and providing for other matters in connection therewith, was moved to debate. There being no further discussion, opposition, or public comment, a vote was taken, and the motion passed unanimously.**

The next item discussed was the resolution regarding the Rental Assistance Demonstration Special Development Teams. MC Chair Williams advised that the Committee was recommending approval thereof.

LHC Program Administrator Brenda Evans went over the specifics of the matter, noting that 15 applications had been received; that the review team would be comprised of four (4) LHC staff members; that there would be no costs to the Corporation; and that staff was likewise recommending approval.

**On a motion by Board Member Guy T. Williams, Jr. and seconded by Board Member Dr. Daryl V. Burckel, the resolution approving the Louisiana Housing Corporation (“Corporation”) List of Approved Rental Assistance Demonstration (“RAD”) Development Teams; and providing for other matters in connection therewith, was moved to debate. There being no further discussion, opposition, or public comment, a vote was taken, and the motion passed unanimously.**

The next item discussed was the resolution regarding the 2013 HOME Initiative.

LHC Program Administrator Brenda Evans went over the specifics of the matter, noting that three (3) applications had been received but were not fundable projects; that a new NOFA would be issued; that awards would be recommended at the April 2014 Board Meeting; and that staff was likewise recommending approval.

**On a motion by Board Member Guy T. Williams, Jr. and seconded by Board Member Dr. Daryl V. Burckel, the resolution approving Louisiana Housing Corporation (the “Corporation”) staff’s recommended strategies for awarding HOME funds for a 2013 HOME Initiative; and providing for other matters in**

**connection therewith, was moved to debate. There being no further discussion, opposition, or public comment, a vote was taken, and the motion passed unanimously.**

The next item discussed was the resolution regarding giving the LHC ED authority to approve certain increases for 4% LIHTC projects.

LHC Program Administrator Brenda Evans went over the specifics of the matter, noting that staff recommending approval.

MC Chair Williams advised that the Committee was also recommending approval thereof.

**On a motion by Board Member Guy T. Williams, Jr. and seconded by Board Member Willie Spears, the resolution granting authority to the Executive Director of the Louisiana Housing Corporation (“LHC” or “Corporation”) to approve increases to any non-competitive four percent (4%) low-income housing tax credit projects that do not exceed ten percent (10%) of the total amount originally awarded; and providing for other matters in connection therewith, was moved to debate. There being no further discussion, opposition, or public comment, a vote was taken, and the motion passed unanimously.**

The next item discussed was the Corporation’s Risk Share Program. Mr. Tombar went over the specifics of the matter, including long-term plans thereof.

Mr. Gordon King addressed the Board noting that the Financial Advisors Update (statistics, interest rates, etc.) was in the Board binders.

The next item discussed was the resolution regarding Targeted Population Special Needs Households. LHC Program Administrator Brenda Evans went over the specifics of the matter noting that the intent of the QAP was for applicants to pick one or the other, but not both.

MC Chair Williams advised that the Committee was recommending approval thereof.

**On a motion by Board Member Guy T. Williams, Jr. and seconded by Board Member Dr. Daryl V. Burckel, the resolution clarifying the intent of the Selection Criteria for the 2014 Special Interim Qualified Allocation Plan (“QAP”) regarding Section II(A), entitled “Targeted Population Type- Special Needs Households; and providing for other matters in connection therewith, was moved to debate. There being no further discussion, opposition, or public comment, a vote was taken, and the motion passed unanimously.**

Next item discussed was the resolution regarding Final Rankings of Applicants under the 2014 Special Interim Qualified Allocation Plan.

Ms. Evans went over the specifics of the matter and noted there was a question as to whether applicants would select 10% and/or 20%, and that the Corporation's position was that only one of the two could be selected; she also noted that there had been four (4) applicants who had selected both and only two (2) of those had appealed the matter.

Treasurer Kennedy inquired as to whether there were any public comments.

Mr. Greg Gachassin addressed the Board advising his support for Ms. Evans comments on the matter.

Mr. Tombar noted that staff would not be posting the rankings until Friday because there was an oversubscription of soft dollars that would need to first be administratively resolved .

MC Chair Williams briefly discussed the scope of duties the Appeals Review Board.

There were lengthy discussions and debate amongst the Board Members, LHC Staff, and Mr. Mark Turrentine regarding whether points had been properly awarded and/or not awarded for Renewable Communities.

MC Chair Williams advised that the QAP decisions are final, that the only way to make any concessions or changes to points awarded would be to start over, and that the solution would be to correct any current issues on the next QAP.

Treasurer Kennedy inquired as to the protocol to refund application fees.

Thereafter, it was suggested by Treasurer Kennedy and Chairman Airhart to add the aforementioned item to the January 2014 Board Meeting Agenda.

**On a motion by Board Member Guy T. Williams, Jr. and seconded by Board Member Ellen Lee, the resolution authorizing staff to determine the final rankings of applicants under the 2014 Special Interim Qualified Allocation Plan; and providing for other matters in connection therewith, was moved to debate. There being no further discussion, opposition, or public comment, a vote was taken, and the motion passed with One ABSTAIN vote by Treasurer John N. Kennedy.**

MC Chair Williams noted that the 2014 LIHTC Applications, Non-Closed Projects, Non-Compliant Developers, and HOME updates were in the Board binders for review.

### **OTHER BUSINESS**

Dr. Jim Richardson and Dr. Roy Heidelberg of the Office of Housing and Community Development within the Public Administration Institute at Louisiana State University

made a presentation on the specifics of the upcoming Housing Needs Assessment being conducted by their organization on behalf of the LHC.

Dr. Richardson gave a brief introduction on his background and expertise, and discussed Dr. Heidelberg's education and history.

Dr. Heidelberg discussed the components of the CEA, etc., and noted that a final version of the HNA would be available by June 2014.

There were lengthy discussions amongst the Drs. Richardson and Heidelberg and Board Members regarding the specific scope of services, types of analyses to be done, quantitative and qualitative measurements, etc.

Treasurer Kennedy requested that their final presentation be given to both the LHC and the State Bond Commission.

Mr. Charles Tate addressed the Board and suggested that there be an avenue for the public to make comments on the HNA.

Board Member Lee thanked the Sustainable Housing Group (Loretta Wallace, Janel Young, Nicole Sweazy) for all their great work and exceptional Reports and Updates.

**ADJOURNMENT**

There being no other matters to discuss, Dr. Daryl V. Burckel offered a motion for adjournment that was seconded by Board Member Ellen M. Lee. There being no discussion or opposition, the matter was unanimously passed.

**The Full Board meeting adjourned at 1:57 P.M.**

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**Chairman**

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**Secretary**