



**Louisiana Housing**  
Corporation

## **Board of Directors**

**Minutes of the**  
**October 24, 2018**  
**LHC Full Board Meeting**

**November 14, 2018**



# *Louisiana Housing Corporation*

**\*A verbatim transcript as well as an audio recording of these proceedings is available upon request by contacting the LHC\***

**LHC Board of Directors**

**Board Meeting Minutes**

**Wednesday, October 24, 2018**

**2415 Quail Drive  
V. Jean Butler Board Room  
Baton Rouge, LA 70808  
10:00 A.M.**

## **Board Members Present**

Lloyd "Buddy" Spillers  
Ron J. Henson (on behalf of Louisiana State Treasurer John M. Schroder)  
Tammy P. Earles  
Derrick Edwards (arrived at 10:28 A.M.)  
Stacy S. Head  
Byron L. Lee (arrived at 10:31 A.M.)  
Gillis R. Windham  
Willie Rack

## **Board Members Absent**

Jennifer Vidrine  
Larry Ferdinand  
Donald B. Vallee

## **Staff Present**

Barry E. Brooks  
Edselle Keith Cunningham, Jr.  
Bradley Sweazy  
Jessica Guinn  
Leslie C. Strahan

Terrell Dupard  
Miriam Bowie  
Plezetta West  
Nicole Sweazy  
Kevin Brady  
Natasha Anderson  
Na'Tisha Natt  
Robby Bizot  
Louis Russell  
Carlos Dickerson  
Lauren Hartley-Holmes

**Others Present**

See Guest Sign-In Sheet

**CALL TO ORDER**

Board Chairman Lloyd "Buddy" Spillers called the meeting to order at 10:09 a.m. Board Secretary Barry E. Brooks called the roll; there was a quorum.

**APPROVAL OF MINUTES**

Next item discussed was the September 11, 2018 Board Meeting Minutes.

**On a motion by Board Member Willie Rack and seconded by Board Member Ron J. Henson, the Minutes of the September 11, 2018 LHC Board of Directors Meeting were unanimously approved.**

**BOARD CHAIRMAN'S REPORT**

None.

**LHC EXECUTIVE DIRECTOR'S REPORT**

LHC Executive Director E. Keith Cunningham, Jr. delivered his report, noting that LHC had received a Special Achievement Award from COSDA (Council of State Development Agencies), he discussed past/current/future awards fundings, that LHC staff and Board Members had attended the recent NCSHA Annual Conference in Austin TX, he encouraged developers to hire locally wherein possible and to seek partnerships with LWC and Louisiana colleges and universities, he discussed the LHC Community Connections Initiatives, the LHC Rebranding Events, etc.

Board Chairman Spillers reintroduced Board Member Stacy Head to everyone.

**AGENDA ITEM #5**

Next item discussed was the proclamation from Governor John Bel Edwards designating October 30, 2018 as Weatherization Day.

LHC COO Bradley Sweazy read into the Record the Proclamation ([available upon request](#)).

**AGENDA ITEM #6**

Next item discussed was a PowerPoint presentation ([available upon request](#)) by External Auditors Duplantier, Hrapmann, Hogan & Mahler, LLP regarding June 30, 2018 Audit Results from LHC General Fund, LHC Combined, Willowbrook Apartments, Village de Jardin Apartments, Mid-City Gardens Apartments, and Louisiana Housing Authority.

Amongst, but not limited, the items discussed were: Management's Responsibility, Auditor's Responsibility, Supplemental Information, Significant Deficiencies, Combined Statement of Net Position, Operating Revenues and Operating Expenses, Non-Operating Revenues and Non-Operating Expenses, New Positions at the beginning of the year and end of the year, Combined Statement of Cash Flows, Single Audit of Federal Awards, Single Audit Results of General Fund, No Issues with Internal Controls, No Deficiencies of Findings or Material Violations of Rental Properties, Rental Properties Statements of Net Position, Rental Properties Cash Flows, etc.

Board Member Henson inquired as to why there was a deficiency of no Management letter. Auditor Michelle replied such was not needed per se.

Chairman Spillers inquired as to why there was a deficiency of a report not having been filed with the AGO. LHC CFO Carlos Dickerson replied such was due to late receipt of a document from the AGO.

Board Member Head inquired so to whether there was a Board Audit Committee. Chairman Spillers advised that the Audit Report had been reviewed and discussed by himself and Vice-Chairwoman Jennifer Vidrine with LHC staff and the External Auditors.

Board Member Head recommended that a Committee of the Board be involved in such pre-discussions going forward. Chairman Spillers replied that for 2019 such would be handled by the Board's Administrative and Finance Committee.

Board Member Henson inquired as to whether LHC Internal Auditors were involved in the External Audit processes. LHC Internal Audit Manager Colletté Mathis addressed the Board and noted that she and her staff had been involved throughout the process.

Board Member Henson inquired as to whether there had been any repeat issues. External Auditor Michelle replied that no repeat issues had been found.

**On a motion by Board Member Ron Henson and seconded by Board Member Willie, it was moved that the Board ACCEPT the External Audit Report; 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.**

#### **AGENDA ITEM #7**

Next item discussed was the resolution approving the Louisiana 2019 LIHEAP Grant Application.

LHC Energy Assistance Manager Lauren Hartley-Holmes went over the specifics of the matter.

**On a motion by Board Member Gillis R. Windham and seconded by Board Member Derrick Edwards, the resolution approving the Louisiana 2019 Low Income Home Energy Assistance Program (“LIHEAP”) Grant Application (labeled as “Exhibit A”); 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.**

#### **AGENDA ITEM #8**

Next item discussed was the resolution regarding accepting the proposal of JP Morgan Chase Bank, N.A. for purchase of \$3.5M MURB for Progress Park Project.

LHC EMO Louis Russell went over the specifics, and noted that staff was recommending approval thereof.

**On a motion by Board Member Byron L. Lee and seconded by Board Member Stacy S. Head, the resolution accepting the proposal of JPMorgan Chase Bank, N.A. or such other purchaser as may be designated by the Taxpayer for the purchase of not to exceed Three Million Five Hundred Thousand Dollars (\$3,500,000) Multifamily Housing Revenue Bonds (Progress Park Project) (723 North 30th Street, Baton Rouge, LA 70802) in one or more series; fixing the parameter terms of said bonds and otherwise providing with respect to 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.**

**AGENDA ITEM #9**

Next item discussed was the resolution regarding Hammond Eastside.

LHC EMO Louis Russell went over the specifics, and noted that staff was recommending approval thereof.

**On a motion by Board Member Derrick Edwards and seconded by Board Member Willie Rack, the resolution of intention to issue not exceeding Three Million Dollars (\$3,000,000) Multifamily Housing Revenue Bonds for Hammond Eastside (107 South Orange Street, Hammond, LA 70403), in one or more series to finance the acquisition, construction, rehabilitation, and equipping of a multifamily housing development within the State of Louisiana; to establish the maximum qualified basis and low-income housing credits to Hammond Eastside; to authorize the staff and counsel to prepare the forms of such documents and agreements as may be necessary to allocate 4% Low-Income Housing Tax Credits to such facilities; 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.**

**AGENDA ITEM #10**

Next item discussed was the resolution regarding Peace Lake Towers Apartments.

LHC EMO Louis Russell went over the specifics, and noted that staff was recommending approval thereof.

**On a motion by Board Member Gillis Windham and seconded by Board Member Byron L. Lee, the resolution of intention to issue not exceeding Thirteen Million Five Hundred Thousand Dollars (\$13,500,000) Multifamily Housing Revenue Bonds for Peace Lake Towers Apartments, (9025 Chef Menteur Highway, New Orleans, LA 70127) in one or more series to finance the acquisition, rehabilitation and equipping of a multifamily housing development within the State of Louisiana; to establish the maximum qualified basis and low-income housing credits to Peace Lake Towers Apartments; to authorize the staff and counsel to prepare the forms of such documents and agreements as may be necessary to allocate 4% Low-Income Housing Tax Credits to such facilities; 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.**

**AGENDA ITEM #11**

Next item discussed was the resolution approving the 2018 QAP LIHTC Funding Round.

ED Cunningham went over the specifics of the matter noting that 48 applications had been received, 20 projects were being fund, and that the QAP Appeals Review Panel was recommending approval of the matter.

EMO Russell discussed the types of projects: Rural Pool, Qualified Non-Profit/CHDO Pool, Preservation Pool, General Pool, and Collapsed Statewide Pool.

Board Member Henson inquired as to how the projects were reviewed/scored/ranked and what the next steps was.

EMO Russell discussed the QAP process from submission of application to final scorings and rankings. Noting that next steps after Board approval of the QAP would be that awards letter would be sent out, the developers would have to submit Carryover Documentation of 10% expenditures before end of the year, then closings, environmentals, etc.

**On a motion by Board Member Byron L. Lee and seconded by Board Member Willie Rack, the resolution approving the final rankings of applicants under the 2018 Qualified Allocation Plan to certain residential rental facilities; 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.**

**OTHER BUSINESS**

None.

**ADJOURNMENT**

There being no other matters to discuss, Board Member Stacy S. Head offered a motion for adjournment that was seconded by Board Member Byron L. Lee. There being no discussion or opposition, the motion passed unanimously.

**The Full Board meeting adjourned at 11:35 a.m.**

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Chairman

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Secretary