



# *Louisiana Housing Finance Agency*

**KATHLEEN BABINEAUX BLANCO**  
GOVERNOR

**MILTON J. BAILEY**  
PRESIDENT

**Louisiana Housing Finance Agency**  
**Full Board Meeting Minutes**  
**Wednesday, October 10, 2007**  
**2415 Quail Drive**  
**V. Jean Butler Board Room**  
**Baton Rouge, LA 70808**  
**11:00 A.M.**

2415 QUAIL DRIVE  
BATON ROUGE, LOUISIANA 70808  
(225) 763-8700  
FAX (225) 763-8710  
TTY/TDD (225) 763-8762

## **Commissioners Present**

Wayne E. Woods  
John Kennedy (and Alice Washington)  
Dr. Adell Brown, Jr.  
Greg Gachassin  
Danette O'Neal  
Merriell F. Lawson  
Lisa Woodruff-White  
Carolyn B. Burris  
Guy Williams  
Larry Broussard

## **Commissioners Absent**

Allison A. Jones  
Robert Austin  
Mark Madderra  
Kevin J. Brown

## **Legal Counsel Present**

Wayne Neveu, Foley & Judell

## **Staff Present**

Barry Brooks  
Christine Bratkowski  
Tina Powell  
Louis Russell  
Angela King  
Diana Thibodeaux  
Rene Landry  
Annie Robinson  
Tim Shackelford  
Keith Cunningham  
J C Caesar  
Dana Pitts

Brenda Evans  
Christine Bratkowski  
Leslie Strahan

**Others Present**

See Sign-In Sheet Attachment

**Chairman Woods called the meeting to order at 11:30 AM.** He then asked that the roll be called. Barry Brooks did the roll call and thereafter a quorum was reached. Next there was an introduction of guests in the audience - see attached Sign-In Sheet. Chairman Woods then requested the minutes of the September 12, 2007 Full Board Meeting be approved by his fellow Commissioners. Also note that the September 26<sup>th</sup> minutes approval was deferred pending further review by the Board Coordinator Barry Brooks.

**On a motion by Commissioner Larry Broussard and seconded by Commissioner Merriell Lawson the minutes of the September 12, 2007 Full Board meeting were approved. There being no further discussions or oppositions, the matter was unanimously passed.**

**CHAIRMAN'S REPORT**

Chairman Woods introduced the new LHFA Public Information Director Jeff DeGraff to the Board.

Chairman Woods then recognized Commissioner Greg Gachassin who read a prepared statement noting his resignation from the LHFA Board of Commissioners, noting that September 12<sup>th</sup> would be his final meeting.

Chairman Woods thanked Commissioner Gachassin for his service and diligence and for the expertise he brought to the Board.

**PRESIDENT'S REPORT**

President Milton Bailey informed the Board that the Development Services Agreement for the Alternative Housing Pilot Program (AHPP) had been completed and was being offered to The Cypress Group.

### **LEGAL COMMITTEE REPORT**

Chairman Woods noted that there had not been a Legal Committee meeting that morning. He thereafter introduced Dodie Smith of C. Spencer Smith Architects to do a presentation on the Willowbrook and Gaslight Apartments Projects.

Ms. Smith noted that construction started in May 2007 and that the storm damaged items would be replaced by FEMA. She is still working with FEMA on getting more specifics on enhancements, costs, and financial obligations thereof. She also noted that the landscape of the site is spectacular and that she was working with LHFA staff to help incorporate a community center and learning center on the Willowbrook site. She anticipated the Willowbrook complex to open in March 2008, with Phase 1 and Phase 2 to be completed in November 2007.

Chairman Woods inquired as to the validity of the \$517,230 change order request.

Commissioner O'Neal requested clarification as to where the money would be coming from. Chairman Woods replied that the money was included in the \$9M reserve fund.

Commissioner Broussard inquired as to how many apartments the project entailed. Ms. Smith replied the complex would have 400 apartment units.

Commissioner Kennedy inquired as to who was the construction supervisor and had the matter been bid out to subcontractors. Ms. Smith noted the project had been sent for bid three times with the lowest bidder being Broadmoor whose subcontractor was M. Natal.

Commissioner Broussard requested the Board approve the matter.

**On a motion by Commissioner Larry Broussard and seconded by Commissioner Danette O'Neal, the request to approve the additional change orders of \$517,230 for Willowbrook Apartments, was adopted. There being no further discussions or oppositions, the matter was unanimously passed.**

Thereafter, Commissioner Lisa Woodruff-White inquired as to the placement priority of tenants. Chairman Woods noted that prior tenants would have the right of first refusal. He also requested that the LHFA staff issue a PRP for a property manager for the project.

Ms. Smith noted that the complex would be very appealing to all and have a high demand for tenancy. Commissioner Lisa Woodruff-White requested the project strive to meet the needs of citizens needing affordable housing.

Commissioner Dr. Brown inquired as to the kind of occupancy license permit is involved. Ms. Smith noted it would be full permanent occupancy, and that the tenants would be allowed to move in only after all requirements thereof had been met.

**On a motion by Commissioner Larry Broussard and seconded by Commissioner Merriell Lawson, the Board authorized a directive to the contractor to allow movement of Phases 1 and 2. There being no further discussions or oppositions, the matter was unanimously passed.**

**On a motion by Commissioner Merriell Lawson and seconded by Commissioner Larry Broussard, the Board authorized LHFA staff to develop an RFP for the selection of the property manager for the Willowbrook Apartments Project. There being no further discussions or oppositions, the matter was unanimously passed.**

Chairman Woods advised the Board that he'd like to amend the agenda in order to accommodate the guest speakers present. Thereafter, Mr. Bailey requested the representative from Cypress Group address the Board.

In the interim of the Cypress Group presentation, it was noted by Chairman Woods that the Single Family Updates were in the Board binders for review, and that action was necessary on the matters. Additionally, Mr. Bailey advised the Board that Vaughn Irons and Craig Nickerson with Freddie were assisting the Agency in the pricing of the \$100M Single Family retail bonds.

Chairman Woods continued the meeting with a discussion on the site selection process for the Katrina Cottages AHPP.

Chris Rinaudo with Cypress Group addressed the Board. He discussed the site selection criteria and parameter noting the project was based on the Charrettes Process. He also advised the Board that they have come up with four (4) initial sites: Lake Charles, Jackson Barracks, Abbeville, and Tremaine.

Next, Scott Kirkpatrick with the Cypress Group addressed the Board explaining the Charrettes Process, noting that it was an outgrowth of Louisiana Speaks effort by the Louisiana Recovery Authority.

Commissioner Kennedy inquired as to how the sites were selected; in particular Jackson Barracks and whether any state elected official had intervened in the selection process. Mr. Kirkpatrick replied that he was not aware of any undue political influence in the selection process. Commissioner Kennedy furthered, noting that he wanted the site selection process to be more professional and independent. Mr. Kirkpatrick noted likewise that the process was very unique.

There were continued discussions between the Board and Cypress Group on the selection criteria and process thereof.

Commissioner Larry Broussard inquired as to who was the owner of Jackson Barracks. Chairman Woods replied the owner was the state of Louisiana.

Commissioner Greg Gachassin reminded the Board that time constraints were of the essence and that trying to see normal or perfect site selection parameters may not be an forthright option.

Commissioner Kennedy noted his concern that the current site selection process was not adequate in view that the project was spending \$75M. Chairman Woods countered, noting that the Board had final approvals in the project and that he believed the presentations would give a view of the pros and cons of each site.

Commissioner Dr. Brown inquired as to why the Board wasn't involved in the initial site selection criteria parameters.

Commissioner Kennedy inquired as to why scattered sites were not considered. Mr. Kirkpatrick responded that the initial proposal was based on group sites only.

Commissioner Lisa Woodruff-White noted that she felt the Board was able to be valuable in the site selection process due to its past experiences in site selection projects especially post-Katrina and its project planning knowledge. Commissioner Kennedy concurred.

Commissioner Kennedy furthered, noting the need for scattered sites to be perhaps considered due to efficiency and the need in getting more tenants in place more quickly. Commissioner Danette O'Neal concurred, noting she supported the scattered sites options; but also that she had some concerns of NIMBYism and about the continued loss of New Orleans residents due to delays in the site selection process, the density problems of the cottages, etc.

**On a motion by Commissioner John Kennedy and seconded by Commissioner Larry Broussard, it was suggested that the Board consider the use of scattered sites for the placement of the Katrina Cottages. Due to the continued discussions on the matter, there was no vote taken.**

Commissioner Gachassin inquired as to the legal aspects of scattered sites and whether the cottages would be considered public or private property entities.

President Bailey noted that FEMA approved the clustering of the projects. He also noted the Jackson Barracks site would help the Board develop a better idea of how the site selection process worked or did not work. He also expressed his desire to have available sites analysis done first.

Commissioner Kennedy noted the objective of the plan should be to get people back home as quickly as possible.

Chairman Woods reminded the Board that the project was based on FEMA/HUD Pilot Program guidelines and that it was not an LHFA sponsored program as perceived by the public and the media.

**On a amended substitute motion by Commissioner John Kennedy and seconded by Commissioner Larry Broussard, it was requested that the Board include the use of scattered sites as a substantial part of the Katrina Cottages AHPP. There was debate on the motion, and thereafter Chairman Woods requested the Board hear the various presentations before a vote be taken on the motions before the Board.**

President Bailey noted that there were four (4) sites proposed with three (3) of those sites to be present to the Board. He also suggested that the final motion should be guided to allow for scattered sites with review and final approval by the Board.

Major General Hunt Downer addressed the Board. He presented a Power Point presentation that detailed the history of Jackson Barracks, their location, and he showed pictures of the pre-sites and post-war aspects. He continued the presentation with historical aspects and an analysis of the garrison walls. Also included in the presentation were pictures of the devastation from Katrina noting 100% damage and destruction at Jackson Barracks. He informed the Board that Jackson Barracks is the headquarters of the Louisiana National Guard. He also gave an update on the area's rebuilding efforts and the need to rebuild smarter. He noted that the LNG has a Master Plan to build for the future while also including the historical parameters of the area. He gave an update on the living quarters of the staff and personnel. He went over the area's new building concepts and design parameters that as a military installation they must incorporate in their rebuilding plans. He concluded the presentation advising the Board he needed housing mainly for the workers and the displaced military families.

Commissioner Kennedy inquired as why an affordable housing unit had not being considered. MG Downer advised him that there was no funding apparatus.

Milton Bailey gave an analysis of the two-year disposition options: rent, grant, sell, or lease.

Commissioner Kennedy expressed his concern over Jackson Barracks having sole authority over the cottages once they are placed on site.

Mr. Kirkpatrick noted that the location and final disposition of the units had been discussed of previous negotiations. Commissioner Kennedy expressed his disdain over the pre-discussions and the perception thereof. Chairman Woods concurred likewise, and also noted is displeasure that the project was still curtailed by delays, indecision, and technical complications.

Commissioner Kennedy suggested that Governor Blanco and Andy Koplín appear before the Board to answer questions related to the AHPP.

MG Downer expressed his frustration that the process and selection appeared to have changed. He also reiterated to the Board that he desperately needed the housing for his first-responders and the essential workers, and requested a decision as he would have to move toward alternate

land use plans for the site. He concluded his presentation and thanked the Board for the opportunity.

Commissioner Larry Broussard advised the Board that he was very approving of bringing back the military families and in full support of the Jackson Barracks as a AHPP site.

Commissioner Guy Williams noted that he'd prefer that the Board hear the other presentations before they make any final decisions.

The Board unanimously thanked Major General for his presentation.

Chairman Woods next introduced Lake Charles Mayor Randy Roach. Mayor Roach did a Power Point presentation for the Board on the City of Lake Charles' proposed ten-acre site location. He noted that the site was owned by the City but was still pending rezoning approval by the Lake Charles City Council. He advised the Board that housing on the site was essential for future housing needs due the growth of the Lake Charles economy.

Mayor Roach continued his presentation giving the historical aspects of the land usage and the project parameters of the site.

Commissioner Kennedy inquired as to the exact location of the site. Mayor Roach indicated the location on the Power Point presentation noting that it was near the 5<sup>th</sup> Avenue connector that connects 5<sup>th</sup> Avenue with Highway 41.

Chairman Woods inquired as to how many units would be involved. Mayor Roach replied that pending variance approvals, he anticipated between 80 and 85 units.

**On a substitute motion by Commissioner John Kenned and seconded by Commissioner Larry Broussard, it was proposed that the Board accept Lake Charles as a viable site selection with the goal of achieving the maximum number of homes as possible being built. Due to the continued discussions on the matter, there was no vote taken.**

Commissioner Dr. Adell Brown, Jr. inquired as to how the hurricane has affected the Lake Charles area. Mayor Roach showed from his Power Point presentation noting that in the Crying Eagle Village FEMA trailer park there were roughly 500 units of which 365 were still occupied.

Commissioner Lisa Woodruff-White applauded the Mayor's presentation. She asked him to discuss the social services he deployed during the hurricane crisis. Mayor Roach noted that they took the same approach to emergency preparedness in the hurricane recovery effort to focus on the emergency responders. That being they put all of your agencies at one table within two weeks of the storm to facilitate effective communication and networking.

Mayor Roach thanked the Board for allowing him to present his proposal.

Chairman Woods next introduced Camm Morton with Commercial Properties to discuss the Baton Rouge site proposal.

Camm Morton started his Power Point presentation by giving the a brief background of the location, noting that Commercial Properties was actually an entity of the Baton Rouge Area Foundation and that they had been working on the project for three years. He advised the Board that they are to be proposed is called Arden aka Smiley Heights and that was located in north of Bon Carre in Mid-City Baton Rouge. He noted they had already met the Road Home criteria for work force housing, and that there would be approximately 80 Katrina Cottage units.

Commissioner Kennedy inquired as to the land acquisition cost. Mr. Morton replied that it would be under \$11,200 per acre for the 20 acres, which are owned by the Tulane Foundation and the Istrouma Boy Scouts.

Commissioner Lisa Woodruff-White requested clarification from Mr. Morton on his home ownership goal. He replied that the overall goal of the 200 acres is a mixed income environment that would allow people to move in as renters and then transition into home ownership. This process would entail 60 percent of the units or somewhere close to 600 units. She also inquired as to the tenant selection criteria. He noted that first priority would be given to current FEMA trail park residents who are housed in a site located near Baton Rouge Community College.

**On an amending substitute motion by Commissioner Larry Broussard and seconded by Commissioner Mark Madderra, it was proposed that the AHPP project be comprised of 85 units for Lake Charles, 80 units for Baton Rouge, 75 units for Jackson Barracks, and the remaining balance of approximately 300 units for scattered sites. Due to the continued discussions on the matter, there was no vote taken.**

Due to the numerous pending motions, Chairman Woods requested clarification. Accordingly, Commissioners John Kennedy and Larry Broussard subsequently withdrew their previous pending motions.

**On a motion by Commissioner Larry Broussard and seconded by Commissioner Greg Gachassin, the Board greed that the AHPP project would be comprised of 85 units for Lake Charles, 80 units for Baton Rouge, 75 units for Jackson Barracks, and the remaining balance of approximately 300 units for scattered sites. There being no further discussions and one opposition vote from Commissioner Lisa Woodruff-White, the matter passed.**

## **MULTIFAMILY COMMITTEE REPORT**

Chairman Woods forwarded the floor to LHFA Program Administrator Loretta Wallace. She noted that there had not been a Multifamily Rental Housing Committee meeting that morning, but that there several resolutions that required Board action.

The first resolution discussed was the Augusta Springs Project.

**On a motion by Commissioner Larry Broussard and seconded by Commissioner Guy Williams, the resolution accepting the proposal of MMA Financial for the purchase of not exceeding Twelve Million Four Hundred Seventy-Four Thousand Dollars (\$12,474,000) Louisiana Housing Finance Agency Multifamily Housing Revenue Bonds (Augusta Springs Project) 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 adopted. There being no further discussions or oppositions, the matter was unanimously passed.**

Chairman Woods thereafter requested the Board consider the remaining seven resolutions in globo.

**On a motion by Commissioner Larry Broussard and seconded by Commissioner Danette O'Neal, the resolution accepting the proposal of Morgan Keegan & Company, Inc. for the purchase of not exceeding Thirteen Million Dollars (\$13,000,000) of Louisiana Housing Finance Agency Multifamily Housing Bonds (CHS New Orleans I Project) 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 adopted. There being no further discussions or oppositions, the matter was unanimously passed.**

**On a motion by Commissioner Larry Broussard and seconded by Commissioner Danette O'Neal, the resolution accepting the proposal of Merchant Capital, L.L.C. for the purchase of not exceeding Four Million Six Hundred Eighty Thousand Dollars (\$4,680,000) of Louisiana Housing Finance Agency Multifamily Housing Bonds (Emerald Pointe Apartments Project) 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 adopted. There being no further discussions or oppositions, the matter was unanimously passed.**

**On a motion by Commissioner Larry Broussard and seconded by Commissioner Danette O'Neal, the resolution accepting the proposal of MMA Financial for the purchase of not exceeding Fourteen Million One Hundred Seven Thousand Dollars (\$14,107,000) Louisiana Housing Finance Agency Multifamily Housing Revenue Bonds (Mallard Crossing Project) 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 adopted. There being no further discussions or oppositions, the matter was unanimously passed.**

**On a motion by Commissioner Larry Broussard and seconded by Commissioner Danette O'Neal, the resolution of intention to issue Multifamily Housing Revenue Bonds to finance the acquisition, rehabilitation and/or equipping of two multifamily housing projects, authorizing not exceeding \$11,000,000 Multifamily Housing Revenue Bonds (The NHP Foundation Projects) in one or more series; and providing for other matters in connection therewith, was adopted. There being no further discussions or oppositions, the matter was unanimously passed.**

**On a motion by Commissioner Larry Broussard and seconded by Commissioner Danette O'Neal, the resolution establishing the maximum qualified basis and low-income housing credits to Lapalco Court Apartments; authorizing the Agency 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 adopted. There being no further discussions or oppositions, the matter was unanimously passed.**

**On a motion by Commissioner Larry Broussard and seconded by Commissioner Danette O'Neal, the resolution establishing the maximum qualified basis and low-income housing credits to Augusta Springs Apartments; authorizing the Agency 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 adopted. There being no further discussions or oppositions, the matter was unanimously passed.**

**On a motion by Commissioner Larry Broussard and seconded by Commissioner Danette O'Neal, the resolution establishing the maximum qualified basis and low-income housing credits to Mallard Crossing Apartments; authorizing the Agency 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 adopted. There being no further discussions or oppositions, the matter was unanimously passed.**

Next item on the Agenda was a discussion by the Housing Authority of New Orleans (HANO) on their Project Timeline and Schedule.

Judith Moran, HANO Director of Development, and HANO attorney Gary Palmer, along with HANO Director of Operations Dwayne Muhammad, addressed the Board.

It was noted that in the Board binders was info that the Board had previously requested from HANO that detailed their Project Schedules.

Mr. Muhammad went over the Re-occupancy aspects per HUD parameters so as to give first offer to pre-disaster tenants and their families. Chairman Woods inquired as to whether the tenants were aware of the policy. Mr. Muhammad responded affirmatively that HANO had

maintained contact with their clients via letter notification letter letting them know that HANO was reclaiming public housing units and also informing them of what the re-occupancy process would be. Additionally, they were working toward hosting sessions in cities where a large population of their clients had settled.

Commissioner Kennedy inquired as to the number of tenants pre-Katrina. Mr. Muhammad noted they had 5,146 pre-storm tenants and that HANO had been in contact with over 4,700.

Commissioner Kennedy further inquired as to how many of those contacted had expressed an interest in returning. Mr. Muhammad replied that 2000 have returned while many others are being supported through the disaster program in other areas. He also noted that they compiled the information from two surveys they had performed and also advised the Board that concurrent survey was being done by a Congressional Mandate.

Chairman Woods noted that he had some concern regarding the true input from previous tenants, especially where density was involved. Commissioner Kennedy likewise expressed his concern on the statistical results of the survey results as presented by Mr. Muhammad.

Ms. Moran noted that Section 106 meeting had been held with the tenants to get their input and to keep all parties informed. The results of said meeting noted that the majority of the tenants expressed a desire for something new and better and wanted some available apartments during the rehab and new construction phases.

Chairman Woods inquired as to whether there was something that the Board and/or the Agency needed to in order to allow a place in service date for the units of December 2010.

Milton Bailey advised Chairman Woods that it was something that had not been done and would certainly be a precedent; but that he felt it was something the Board needed to act upon. Brenda Evans requested more time to allow herself and her staff to review the matter and devise a resolution to present before the Board. Ms. Evans also noted that additional information regarding the HANO projects was available in the Board binders. She thereafter went over the current carryover project matters.

Next item was a discussion with Jim Kelly and Terri North of Providence. Ms. Evans gave a brief history on the project noting Providence was given a 10% carryover 30-day extension previously to October 30, 2007 and that they were there to address to Board as they would not be able to make the October 30<sup>th</sup> deadline on five projects. She also noted that Providence also had a request on projects that would not meet a previously established deadline of December 31, 2007 and wanted it extended to June 2008 with an additional \$350K in additional tax credits and \$116,600 to cover their shortfall.

There was some discussion between the Board, Agency staff, and the Providence representatives.

Ms. Evans advised the Board that staff recommendations were for Providence to submit its application first for review and then later for Board consideration and approval.

Terry North advised that delays were due to the long process of working through refinancing with HUD

**On a motion by Commissioner Larry Broussard and seconded by Commissioner Greg Gachassin, the Board agreed to allow Provident to submit its application for carryover extension and it would be reviewed for approval at the next Board Meeting of November 14, 2007; and providing for other matters in connection therewith, was adopted. There being no further discussions or oppositions, the matter was unanimously passed.**

It was noted that at 2:45pm by Chairman Woods that the record reflect that Ms. Alice Washington was sitting in for Commissioner Kennedy who had left the meeting.

**On a motion by Commissioner Larry Broussard and seconded by Commissioner Danette O'Neal, the Board approved the Final Rank and Reservation of 2007/2008 Per Capital Tax Credits; and providing for other matters in connection therewith, was adopted. There being no further discussions or oppositions, the matter was unanimously passed.**

Next item was a resolution providing the Allocation Reservation of approximately \$17M.

**On a motion by Commissioner Merriell Lawson and seconded by Commissioner Larry Broussard, the rules were suspended to add the action of the Czars and a combined reservation for Preservation Homes. There being no further discussions or oppositions, the matter was unanimously passed.**

**On a motion by Commissioner Larry Broussard and seconded by Commissioner Guy Williams, the resolution approving and authorizing \$1.2M for the Preservation Homes Project was adopted; and providing for other matters in connection therewith, was adopted. There being no further discussions or oppositions, the matter was unanimously passed.**

**On a motion by Commissioner Dr. Adell Brown, Jr. and seconded by Commissioner Larry Broussard, the resolution of the five actions of the Czars was adopted as follows: 1) Whispering Oaks/Hope – Request denied; 2) Winchester Hollow, Foster Woods, Lancaster Ridge, Cypress Estates, Oak Manor, River Brook, and Clearview Estates – Request for a reduction of square footage approved pending a positive F&V analysis from a reprocessing application; 3) Serenity Residences, Lake Forest Residences and Bayou Gardens Apartments – Request for a 15-day extension for submission of carryover documents from 9/15/07 to 9/30/07 approved; 4) 750 Jeff Davis – Request for an extension to submit carryover documents from 9/30/07 until 11/30/07 approved only till 10/30/07; and 5) The Terraces – VOA request for extension to submit carryover documents until 10/31/07 and a waiver of their award fee which was paid when the initial award was made was approved; and providing for other matters in connection therewith,**

**was adopted. There being no further discussions or oppositions, the matter was unanimously passed.**

There was some discussion between the Board and an unidentified male audience member regarding returned credits procedures. Thereafter, Chairman Woods requested a Special Board meeting be held to discuss the Agency's returned tax credit policy and procedures. President Bailey concurred in the need for a Special Board and directed his staff to make the appropriate plans.

**On a motion by Commissioner Larry Broussard and seconded by Commissioner Merriell Lawson, the rules were suspended to add the 4% CHS Project tax credit matter to the Agenda. There being no further discussions or oppositions, the matter was unanimously passed.**

**On a motion by Commissioner Dr. Adell Brown, Jr. and seconded by Commissioner Larry Broussard the resolution approving the 4% tax credit applications for the CHS Project in connection with the tax exempt files approved previously, was approved subject to staff approval and providing for other matters in connection therewith, was adopted.**

#### **SPECIAL PROGRAMS/HOME COMMITTEE REPORT**

Next item was an update on the LHFA Trust Fund. Chairman Woods briefed the Board on the Trust Fund and its creations thereof and current status within the Agency. He also advised the Board needed to approve the Operational Procedures for the Advisory Council, the resolution of which was in the Board binder for review by the Board on the parameters of the request.

**On a motion by Commissioner Larry Broussard and seconded by Commissioner Merriell Lawson, the Board approved the resolution establishing the LHFA Trust Fund and the Operational Procedures of Trust Fund Advisory Council; and providing for other matters in connection therewith. There being no further discussions or oppositions, the matter was unanimously passed.**

#### **ENERGY COMMITTEE REPORT**

Chairman Woods noted that the update on LIHEAP, WAP, and Katrina/Rita Crisis Assistance was in the Board binders for review, and that there were no actions needing Board approval.

### INTERNAL AUDIT COMMITTEE REPORT

Chairman Woods noted that a presentation on the External Audit Results of FY 6/30/07 had been done before the Audit Committee earlier, noting no audit findings to report. He also noted that there was a suggestion that there be meetings on a quarterly basis, and that there were no actions needing Board attention. He reiterated again that the audit was clean with no findings whatsoever.

### OTHER BUSINESS

The next Agenda item was a discussion by Craig Nickerson and Vaughn Irons from Freddie Mac on "Rebuild New Orleans – A Neighborhood Revitalization Initiative". Chairman Woods advised the Board that the matter and resolution thereof would require the LHFA to expend \$1.5M of the Trust Fund money to partner with \$1.5M from Freddie Mac and \$1.5 from the City of New Orleans to be put together in a revolving fund that will allow residents to repair their properties when there's a gap. He also noted that there will be a cooperative agreement with circulators to make sure that the program is run correctly. Additionally, the program will have safeguards to its elderly participants to help protect them from unscrupulous contractors.

Commissioner Woodruff-White inquired as to if there were any parameters that would allow the Board to be informed of such project expenditures prior to their being presented to the Board for final approval without any prior review or recommendations, or in the interim if these type of matters could be discussed with the Advisory Committee. Chairman Woods concurred in her request for pre-discussions wherein expenditures are concerned.

Lucinda Flowers was the next speaker. She stated she was a member of the Advisory Committee. She expressed her likewise desire that the Board work in tangent with them on projects that impact the Trust Fund. Chairman Woods concurred.

**On a motion by Commissioner Dr. Adell Brown, Jr. and seconded by Commissioner Danette O'Neal, the Board approved the resolution authorizing the creation of the Housing Trust Fund Advisory Council; authorizing the installation of the membership of the Advisory Council; adopting the Operational Procedures to govern the Advisory Council; approving the Action Plan for the Housing Trust Fund; authorizing the Agency to take steps to amend the Cooperative Endeavor Agreement with the Louisiana Department of Treasury; authorizing Agency staff and counsel to prepare the documents necessary to administer the Housing Trust Fund; and providing for other matters in connection therewith, was adopted. There being no further discussions or oppositions, the matter was unanimously passed.**

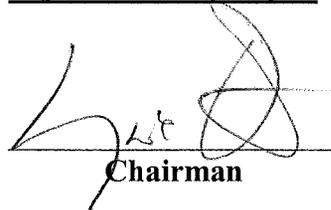
Last resolution to be discussed was the LHFA Emergency Contingency Plan. LHFA Internal Auditor Collette Mathis gave a brief discussion on the Agency and the Statewide Emergency Preparedness Plan.

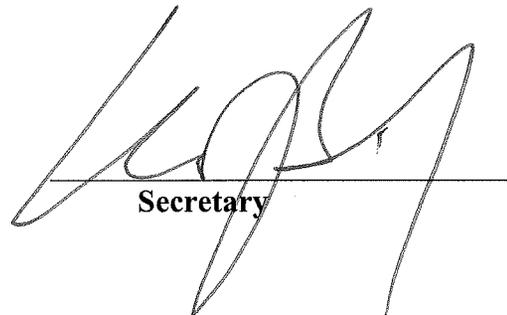
Next, LHFA IT Director Danny Veals explained the main goals of the Plan. Main goal was to identify the core services that would be needed in an emergency situation and the secondary goal was to identify a remote site location. He advised the Board that the Agency was requesting their approval to continue their planning processes and negotiate a location in the event the Agency cannot operate out of the current facilities due to an emergency or catastrophic event.

**On a motion by Commissioner Larry Broussard and seconded by Commissioner Dr. Adell Brown, Jr., the Board approved the resolution authorizing the Agency to search for a facility for a satellite office/alternate emergency work site in the Alexandria area; authorizing the Agency to pay any deposit or other reasonable and necessary fees to secure the lease; and authorizing the Agency to enter into a lease for such office space as provided for in the Agency's general budget; and providing for other matters in connection therewith. There being no further discussions or oppositions, the matter was unanimously passed.**

**ADJOURNMENT**

There being no other matters to discuss, Chairman Wayne Woods offered a motion for adjournment that was seconded by Commissioner Merriell Lawson. There being no further discussions or oppositions, the matter was unanimously passed. **The Full Board meeting adjourned at 3:15 p.m.**

  
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Chairman

  
\_\_\_\_\_  
Secretary