




# *Louisiana Housing Corporation*

## MEMORANDUM

**TO:** All Concerned Parties

**FROM:** Michelle L. Thomas   
LHC Interim Executive Director

**DATE:** January 6, 2016

**RE:** January 13, 2016 LHC BOD Meeting Time and Location

The Preliminary Agendas for the Louisiana Housing Corporation ("LHC") Board of Directors Meetings have been placed on our website and can be viewed at:

<http://www.lhc.la.gov/index.cfm/page/198>

LHC Committees and Full Board Meeting have been scheduled as follows below.

**Wednesday, January 13, 2016**

Administrative Committee	10:15 A.M.	Committee Room 2
Sustainable Housing Committee	10:45 A.M.	Committee Room 1
Multifamily Committee	11:30 A.M.	V. Jean Butler Board Room
Full Board Meeting	12:00 P.M.	V. Jean Butler Board Room

If you have any questions please contact Board Coordinator/Secretary Barry E. Brooks at (225) 763 8773 or via email at [BBROOKS@LHC.LA.GOV](mailto:BBROOKS@LHC.LA.GOV)



# *Louisiana Housing Corporation*

January 12, 2016

## **LHC BOARD OF DIRECTORS MEETING**

### **FINAL AGENDA**

Notice is hereby given of a regular meeting of the Louisiana Housing Corporation ("LHC/Corporation") Board of Directors, to be held on **Wednesday, January 13, 2016 at 12:00 P.M.**, Louisiana Housing Corporation Building, **V. Jean Butler Boardroom**, located at 2415 Quail Drive, Baton Rouge, Louisiana, by order of the Chairman.

1. Call to Order and Roll Call.
2. Approval of the **Minutes of the November 25, 2015 LHC Full Board Meeting.**
3. LHC Board Chairman's Report.
  - Discussion regarding setting the **schedule of Regular Meetings of the LHC Board of Directors for the calendar year 2016**; and providing for other matters in connection therewith.
4. Administrative Committee Report.
  - Resolution authorizing the LHC to enter into a **contract for services with Lawyers' Committee for Civil Rights Under Law and Greater New Orleans Fair Housing Action Center for the Analysis of Impediments to Fair Housing Choice**; and providing for others matters in connection therewith. Staff recommends approval.
  - Resolution authorizing the LHC to enter into a **contract with Property One, Inc., under the Request for Proposals ("RFP"), for services for Commercial Property Management of LHC office buildings**; and providing for other matters in connection therewith. Staff recommends approval.
  - Resolution authorizing the LHC to enter into a **contract with the selected proposer, under the Request for Proposals ("RFP"), for services for Construction and Compliance Monitoring**; and providing for other matters in connection therewith. Staff recommends approval.
  - Resolution authorizing the LHC to enter into a **contract with CohnReznick LLP under the Request for Proposals ("RFP"), for**

services for **Technology Services**; and providing for other matters in connection therewith. Staff recommends approval.

- Resolution authorizing the LHC to confer with **Division of Administration (“DOA”) and Civil Service Commission (“CSC”)** staff to explore all available options to reorganize staffing; and providing for other matters in connection therewith. Staff recommends approval.

5. Multifamily Committee Report.

- Resolution authorizing to extend the deadline from **March 15, 2016 to July 15, 2016** to submit **Carryover Allocation Documentation** evidencing that the **10% Basis Expenditure Test** has been met as stipulated in the **2015 Qualified Allocation Plan (“QAP”)** with respect to projects awarded under such QAP; and providing for other matters in connection therewith.

- **Non-Closed Projects Update.**

6. Single Family Committee Report.

- Update on **Current Programs.**
- Update on **LHC CDBG Programs.**
- **Delinquencies Update.**
- **Mortgage Counseling Update.**

7. Sustainable Housing Committee Report.

- Resolution regarding the **termination of JEFFCAP as a Subgrantee for the Weatherization Assistance Program (“WAP”)**; and providing for other matters in connection therewith. Staff recommends approval.

- *Pursuant to La R.S. 42:17(A)(1), the Board of Directors of the LHC reserves the right to enter into Executive Session to discuss the professional competence of JEFFCAP as it relates to the performance of their duties as a Subgrantee for the Weatherization Assistance Program.*

- Resolution authorizing the LHC to prepare and issue a **Request for Proposals (“RFP”)** to select a **qualified and experienced Primary Service Provider** for the administration of the **2015-2016 Weatherization Assistance Program (“WAP”)** in Jefferson Parish;



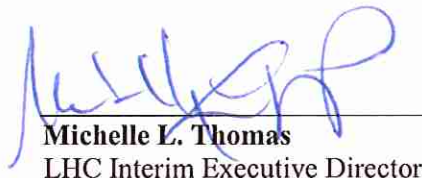
and providing for other matters in connection therewith. Staff recommends approval.

- Resolution authorizing the LHC to prepare and issue a **Request for Proposals (“RFP”)** to select a contractor to provide training for the **Weatherization Assistance Software Version 8.9 National Energy Audit Tool (“NEAT”)** and **Manufactured Home Energy Audit (“MHEA”)** for the statewide **Weatherization Assistance Program (“WAP”)**; and providing for other matters in connection therewith. Staff recommends approval.
  - Resolution authorizing the LHC to enter into a **contract with Franklin Associates, LLC, under the Request for Proposals (“RFP”), for Program Management of the Disaster Recovery Housing Programs;** and providing for other matters in connection therewith. Staff recommends approval.
  - **Energy Programs Activity Report and Updates.**
  - **Sustainable Housing Department Update.**
  - **Louisiana Housing Authority Department Update.**
  - **HOME Dashboard Report.**
  - **Disaster Recovery CDBG Closeout Status Report.**
8. Assets and Investments Committee Report.
- Update regarding **Willowbrook Apartments (7001 Bundy Road, New Orleans, LA 70127).**
  - Update regarding **Village de Jardin Apartments (8801 Lake Forest Boulevard, New Orleans, LA 70127).**
  - Update regarding **Mid-City Gardens Apartments (100-250 South 17<sup>th</sup> Street and 200 South 16<sup>th</sup> Street, Baton Rouge, LA 70802).**
9. LHC Report.
10. Other Business.
- Resolution ratifying the **termination of contract with Government Consultants, Inc. for Housing Program Underwriting;** and providing for other matters in connection therewith. Staff recommends approval.
    - *Pursuant to La. R.S. 42:17(A)(1), the Board of Directors of the LHC reserves the right to enter into Executive Session to discuss the professional competence of Government Consultants, Inc. as it*

*relates to the performance of their duties as LHC Housing Program Underwriter.*

- Resolution ratifying the **termination of contract with Government Consultants, Inc. for Financial Advisory Services**; and providing for other matters in connection therewith. Staff recommends approval.
  - *Pursuant to La R.S. 42:17(A)(1), the Board of Directors of the LHC reserves the right to enter into Executive Session to discuss the professional competence of Government Consultants, Inc. as it relates to the performance of their duties as LHC Financial Advisor.*
- Resolution authorizing the LHC to prepare and issue a **Request for Proposals (“RFP”) to select one or more qualified and experienced Housing Program Underwriter(s)**; and providing for other matters in connection therewith. Staff recommends approval.
- Resolution authorizing the LHC to prepare and issue a **Request for Proposals (“RFP”) to select one or more qualified and experienced Financial Advisor(s)**; and providing for other matters in connection therewith. Staff recommends approval.

11. Adjournment.



Michelle L. Thomas  
LHC Interim Executive Director

**If you require special services or accommodations, please contact Board Coordinator and Secretary Barry E. Brooks at (225) 763 8773, or via email [bbrooks@lhc.la.gov](mailto:bbrooks@lhc.la.gov).**

\*\*Pursuant to the provisions of LSA-R.S. 42:16, upon two-thirds vote of the members present, the Board of Directors of the Louisiana Housing Corporation may choose to enter Executive Session, and by this notice, the Board reserves its right to go into Executive Session, as provided by law.\*\*