

MINUTES OF THE SPECIAL MEETING OF THE  
BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY  
OF THE CITY OF MONROE, LOUISIANA, HELD  
ON MONDAY, DECEMBER 12, 2016

The Board of Commissioners of the Housing Authority of the City of Monroe, Louisiana, met in Special Session at 11:30 A.M. on Monday, December 12, 2016 at the office of the Housing Authority of the City of Monroe, Louisiana located at 300 Harrison Street, Monroe, Louisiana 71201 for the following purposes:

Those present and absent were as follows:

Present: Chairman Joe Farr, Vice-Chairman Hal Hinchliffe, and Commissioners William Smart, Rick Miller, and Patricia Gix

Absent: None

Also present were: Frank L. Wilcox, Monroe Housing Authority Executive Director, Bobby Simmons, Deputy Director, Cheryl Farmer, Director of Operations, Janet Sanderford, Administrative Director, Sue Wheeler, Executive Staff Officer, Karen Crowell, Executive Staff Officer, Jim Rountree, Attorney, Carrick Inabnett, Attorney, Marianne Hereford, and Properties for Retired Living Board members: Lynda McGehee, Isaiah Woods, Jerry Beene, and Gladys Smith

NOTICE OF SPECIAL MEETING

TO: Mr. Joe Farr, Chairman  
Mr. Hal Hinchliffe, Vice Chairman  
Dr. Henry Bonner, Jr., Chairman Emeritus  
Ms. Mr. William Smart, Commissioner  
Mr. Rick Miller, Commissioner  
Ms. Patricia Gix, 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 Special Session at 11:30 A.M. on Monday, December 12, 2016 meeting jointly with the Properties for Retired Living Board at the Lotus Club located at 130 DeSiard Street, Monroe, Louisiana 71201 for the following purposes:

1. Approve Minutes of Previous Meeting
2. Any other business that may come before the Board

---

JOE FARR, CHAIRMAN  
/s/jf

Dated this November 17, 2016

Chairman Joe Farr called the meeting to order and Commissioner William Smart was asked to open the meeting with a prayer.

Chairman Farr asked the Board for any comments regarding the November 10 meeting. There were none and Vice Chairman Hal Hinchliffe introduced a motion that the Minutes of the previous meeting be approved. Commissioner William Smart seconded the motion and it carried unanimously.

Chairman Farr called on Mr. Frank L. Wilcox, Monroe Housing Authority Executive Director, to provide the agency's Management and Financial Reports. Mr. Wilcox made the reports available to the Board. There were no questions and this concluded the agency's reports. Mr. Wilcox then provided those present with an overview of the agency's accomplishments for the year of 2016. He expressed his deep appreciation for the Board's thoughtful consideration of the issues and their support.

Mr. Wilcox asked Todd Little, Little and Associates, to provide an update on the financing for Robinson Place Phase II. Mr. Little explained that there was a slight delay in securing some of the funds due to market fluctuations surrounding the recent elections, and advised that we should give the market a few weeks to stabilize.

Mr. Wilcox asked Mr. Little to discuss the status of the proposed buyout of the limited partner for Claiborne Creek. Mr. Little said everything is in motion and he expects to receive a counteroffer in early 2017.

Mr. Wilcox expressed appreciation to Mr. Jim Rountree and Mr. Todd Little for providing Monroe Housing Authority with expert advice throughout the years. He stated that their expertise, in their respective fields, has been of great benefit to the agency.

Chairman Farr, on behalf of himself and both Boards, expressed their sincere appreciation to Mr. Wilcox for his outstanding leadership and dedication to the agency. Chairman Farr also complemented the MHA staff for their hard-work and commitment.

Chairman Farr called on those present to take a moment to recognize Sue Wheeler, Monroe Housing Authority's Executive Staff Officer, for her years of service to the agency. He then announced her official retirement on December 31, 2016.

Commissioner William Smart introduced the following Resolution:

A RESOLUTION OF APPRECIATION

to Sue Wheeler

WHEREAS, SUE WHEELER has been a faithful and dedicated member of the Monroe Housing Authority staff for more than thirty-five years; and

WHEREAS, SUE WHEELER deserves to be honored for her steadfast loyalty and contribution to Monroe Housing Authority's growth and development through the years; and

WHEREAS, SUE WHEELER has provided the Executive Director and the Board of Commissioners with unwavering support through the year; and

WHEREAS, SUE WHEELER has been instrumental in furthering the Housing Authority's vision of providing quality, affordable housing options for citizens of our community, and supportive services and programs for the elderly, children, and families in need.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Monroe, Louisiana wants to say a very heartfelt "Thank You" to SUE WHEELER for faithfully serving the Monroe Housing Authority and helping to make it one of the best in the nation; and

THEREFORE BE IT FURTHER RESOLVED by the Board of Commissioners of the Housing Authority of the City of Monroe that SUE WHEELER is hereby honored and applauded for a successful career at her time of retirement this 31st day of December 2016.

The above Resolution was seconded by Vice-Chairman Hal Hinchliffe and carried the following vote:

**AYES:** Chairman Joe Farr, Vice-Chairman Hal Hinchliffe, Commissioners William Smart, Rick Miller, and Patricia Gix.

**NAYS:** None

Chairman Farr asked if there was any other business to come before the Board. There being none, the meeting was adjourned.

---

JOE FARR, 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 Special Meeting of the Board of Commissioners of said Authority held on Monday, December 12, 2016 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 12<sup>th</sup> day of December, 2016.

---

FRANK L. WILCOX, SECRETARY

(SEAL)