

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY
OF THE CITY OF MONROE, LOUISIANA,
HELD ON WEDNESDAY, AUGUST 18, 2021**

The Board of Commissioners of the Housing Authority of the City of Monroe, Louisiana, met in Regular Session at 2:00 P.M. on Wednesday, August 18, 2021, at the Housing Authority of the City of Monroe, located at 300 Harrison Street, Monroe, LA 71201, with the option to join via WebEx for virtual conference.

Those present and absent were as follows:

Present: Chairman Hal Hinchliffe, Vice-Chairman Rick Miller, Commissioner Joe Farr, and Commissioner Angelina Jones

Absent: Commissioner Beverly Lewis and Steve North, Attorney

Also present were: William Smart, MHA Executive Director; Jason Roubique, Planning and Development Director; Cheryl Farmer, Operations Director; Shelva Thomas, Human Resources Director; Naomi Jackson, Section 8 Director; and Allison Payne, Executive Administrative Assistant

NOTICE OF REGULAR MEETING

TO: Mr. Hal H. Hinchliffe, Chairman
Mr. Rick Miller, Vice Chairman
Dr. Henry Bonner, Jr., Chairman Emeritus
Mr. Joe Farr, Commissioner
Ms. Beverly V. Lewis, Commissioner
Ms. Angelina Jones, Commissioner
Mr. Steve North, Attorney

You are hereby notified that the Board of Commissioners of the Housing Authority of the City of Monroe is called to meet in Regular Session at 2:00 P.M. on Wednesday, August 18, 2021, at the Housing Authority of the City of Monroe, located at 300 Harrison Street, Monroe, LA 71201, and via WebEx video conference call for the following purposes:

1. Approve minutes of previous meeting
2. Presentation of management and financial reports
3. Any other business that may come before the board

HAL HINCHLIFFE, CHAIRMAN
ap/hh

Dated this August 10, 2021

Chairman Hal Hinchliffe called the meeting to order, and Mr. William Smart was asked to open the meeting with a prayer.

Chairman Hinchliffe asked for any comments regarding the last meeting. There were none, and Commissioner Joe Farr introduced a motion to approve the minutes of the previous meeting. Commissioner Angelina Jones seconded the motion, and it carried unanimously.

Chairman Hinchliffe then asked for the crime report. Mr. William Smart reported on the July crime incidents in Corporal Kwasic Heckard's absence.

Chairman Hinchliffe then introduced the first topic of discussion, a request for permission to accept the low bid from Don Leach Construction, Inc. for the Claiborne Creek Phase II balcony removals and repair of water damaged materials. After discussion, Commissioner Joe Farr introduced the following resolution:

RESOLUTION # 3827

A RESOLUTION AUTHORIZING THE APPROVAL OF THE LOW BID IN THE AMOUNT OF \$387,000.00 FROM DON LEACH CONSTRUCTION, INC. FOR THE CLAIBORNE CREEK PHASE II BALCONY REMOVALS AND REPAIR OF WATER DAMAGED MATERIALS

BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the City of Monroe, Louisiana that that the request to accept the low bid in the amount of \$387,000.00 from Don Leach Construction, Inc. for the Claiborne Creek Phase II balcony removals and repair of water damaged materials is hereby approved.

The above resolution was seconded by Vice-Chairman Miller and carried the following vote:

AYES: Chairman Hal Hinchliffe, Vice-Chairman Rick Miller, Commissioner Joe Farr, & Commissioner Angelina Jones

NAYS: None

Chairman Hinchliffe then presented the final topic of discussion, a request for permission to advertise for bids to supply and install surveillance cameras at all of the Monroe Housing Authority's public housing developments. After discussion, Commissioner Jones introduced the following resolution:

RESOLUTION # 3828

A RESOLUTION APPROVING THE REQUEST FOR PERMISSION TO ADVERTISE FOR BIDS FOR THE SUPPLY AND INSTALLATION OF SURVEILLANCE CAMERAS AT ALL OF THE MONROE HOUSING AUTHORITY'S PUBLIC HOUSING DEVELOPMENTS.

BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the City of Monroe, Louisiana, that the request for permission to advertise for bids to supply and install surveillance cameras at all of the Monroe Housing Authority's public housing developments is hereby approved.

The above resolution was seconded by Vice-Chairman Miller and carried the following vote:

AYES: Chairman Hal Hinchliffe, Vice-Chairman Rick Miller, Commissioner Joe Farr, & Commissioner Angelina Jones

NAYS: None

Chairman Hinchliffe shifted to the report section of the meeting, asking Mr. Smart to provide the updates for the agency. Mr. Smart informed the Board that rent averages are down and the eviction moratorium has been extended to October 2021. He then updated the Board that the agency is continuing to follow CDC guidelines regarding COVID-19 safety. Mr. Smart also informed the Board of the IWTP grant that would cover training costs for employees and of the Executive Director training that will take place on August 31, 2021. Mr. Smart also remarked that LHC approved the change of income limits at Preservation Mills from 80% to 50%. He stated that this change will likely assist in filling the remaining vacancies at the development. Mr. Smart then shared that the agency paid respects to Dr. Bonner with ad announcements in all local newspapers and a wreath for his service. He acknowledged the monumental impact Dr. Bonner had on the agency and remarked that he will truly be missed.

Lastly, Mr. Smart announced that the recipients of the Frank L. Wilcox scholarship will be presented at the upcoming joint Board meeting with the Properties for Retired Living Board.

Chairman Hinchliffe asked Jason Roubique to provide the construction report. Mr. Roubique informed the Board of the status of all construction and renovation projects.

Chairman Hinchliffe asked if there was anything else that needed to be addressed. There being no further business, he adjourned the meeting.

HAL HINCHLIFFE, CHAIRMAN

CERTIFICATE

William V. Smart, 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 Wednesday, August 18, 2021, 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 18th day of August, 2021.

WILLIAM V. SMART, SECRETARY

(SEAL)