MINUTES OF THE REGULAR MEETING
OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY
OF THE CITY OF MONROE, LOUISIANA,
HELD ON WEDNESDAY, OCTOBER 21, 2026

The Board of Commissioners of the Housing Authority of the City of Monroe, Louisiana, met in Regular Session at 3:00 P.M. on Wednesday, October 21, 2026, at the office of the Housing Authority of the City of Monroe, Louisiana, located at 300 Harrison Street, Monroe, Louisiana 71201.

Those present and absent were as follows:

Present: Chairman Hal Hinchliffe, Commissioner Joe Farr, Commissioner Angelina Jones, Commissioner Odell Riley, and Steve North, Attorney

Absent: Vice Chair Beverly Lewis

Also present were: William V. Smart, Executive Director; Sammie Winters, Executive Administrative Assistant; and Aimee Buchanan, CPA Partner – Allen Green & Williamson LLP

NOTICE OF REGULAR MEETING

TO: Mr. Hal H. Hinchliffe, Chairman
Ms. Beverly Lewis, Vice Chair
Mr. Joe Farr, Commissioner
Ms. Angelina Jones, Commissioner
Mr. Odell Riley, 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 3:00 P.M. on Wednesday, October 21, 2026, at the Housing Authority of the City of Monroe, located at 300 Harrison Street, Monroe, LA 71201, for the following purposes:

1. To approve the minutes of the previous meeting.
2. To present management and financial reports.
3. To address any other business that may come before the Board.

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HAL HINCHLIFFE, CHAIRMAN
sw/hh

Dated October 5, 2026

Chairman Hal Hinchliffe called the meeting to order, and William V. Smart, Executive Director, opened the meeting with a prayer.

Chairman Hincliffe 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 Odell Riley seconded the motion, and it was carried unanimously.

Chairman Hinchliffe requested the crime report. William V. Smart, Executive Director, reported that the agency continues to take proactive measures to prevent incidents on MHA properties.

Chairman Hinchliffe then presented the first actionable item: a request for approval to replace the domestic water booster pump system at Frances Tower for $141,113.10. After the discussion, William V. Smart, Executive Director, introduced the following resolution:

RESOLUTION NO. 3995

A RESOLUTION AUTHORIZING THE REPLACEMENT OF THE DOMESTIC WATER BOOSTER PUMP SYSTEM AT FRANCES TOWER FOR $141,113.10.

BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the City of Monroe, Louisiana, that the request to replace the domestic water booster pump system at Frances Towers for $141,113.10 is hereby approved.

Commissioner Odell Riley introduced a motion to approve the above resolution. Commissioner Joe Farr seconded the motion and carried the following vote:

AYES: Chairman Hal Hinchliffe, Commissioner Joe Farr, Commissioner Angelina Jones, and Commissioner Odell Riley

NAYS: None

Chairman Hinchliffe requested updates from William V. Smart, Executive Director of the agency. Mr. Smart provided the following updates:

Annual Audit

Mr. Smart informed the Board that the Monroe Housing Authority successfully passed its annual audit of Public Housing Programs with no findings. He commended the MHA team for its professionalism, teamwork, and unwavering commitment to serving residents and strengthening communities. This achievement reflects the team's dedication to ensuring families have access to safe, decent, and quality housing.

Vacancy Report

Mr. Smart presented the following occupancy and vacancy information:

- **Family Housing:** 95.9% occupied, with 52 vacancies.
- **35 MOD:** Burg Jones Plaza renovation.
- **Retired Properties:** 98% occupied, with 12 vacancies.

Workforce Composition

Mr. Smart reported the following workforce statistics:

- **Total Headcount:** 106 full-time and part-time employees.
  - 62 men
  - 44 women
- **Temporary Employees:** 21

Operational Updates

Mr. Smart also provided operational insights regarding key performance metrics, including the Director of Accounting vacancy as a key staffing concern.

Chairman Hinchliffe asked Aimee Buchanan, CPA Partner – Allen Green & Williamson LLP, to go over the financial report. Mrs. Buchanan reviewed the data for Public Housing and Section 8.

Chairman Hinchliffe asked if there was any further business to come before the Board. There being no further business, Chairman Hinchliffe adjourned the meeting.

Following adjournment, Chairman Hinchliffe requested that the Board enter into Executive Session. The Board entered Executive Session.

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HAL HINCHLIFFE, CHAIRMAN

CERTIFICATE

William V. Smart, the duly appointed, qualified, and acting Secretary of the Housing Authority of the City of Monroe, Louisiana, does hereby certify that the attached extract from the Regular Meeting of the Board of Commissioners of said Authority held on Wednesday, October 21, 2026, is a true and correct copy of the original minutes of the said meeting on file and 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 the same resolution adopted at the said meeting on file and of record.

IN TESTIMONY WHEREOF, I have set my hand and the seal of said Authority this 21st day of October 2026.

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WILLIAM V. SMART, SECRETARY (SEAL)