



**HOUSING AUTHORITY OF NEW ORLEANS  
BOARD OF COMMISSIONERS REGULAR MEETING**

**COLUMBIA PARC AT THE BAYOU  
CLUB HOUSE  
1401 ST. DENIS STREET  
NEW ORLEANS, LA 70122**

**OCTOBER 28, 2014  
4:00 P.M.**

**AGENDA**

- I. STATEMENT BY GENERAL COUNSEL**
- II. CALL TO ORDER**
- III. ROLL CALL**
- IV. APPROVAL OF THE MINUTES OF THE REGULAR MEETING HELD ON  
SEPTEMBER 30, 2014**
- V. EXECUTIVE DIRECTOR'S REPORT**
- VI. BY-LAWS COMMITTEE REPORT**
- VII. ITEMS FOR APPROVAL**

**AUTHORIZATION(S)**

**Resolution #2014-32 – Approval of Management Agreement with Guste Homes  
Resident Management Corporation of Management Services at the William J. Guste  
Development**

**Resolution #2014-33 – Award of Contract for Guste High Rise Cooling Tower  
Replacement**

**Resolution #2014-34 - Approving the Submission of Section 8 Management  
Assessment Program (SEMAP) Certification for Fiscal Year 2014**

**Resolution #2014-35 – Acquisition of the Mondy School from Orleans Parish School  
Board**

- VIII. DISCUSSION**
- IX. PUBLIC COMMENT**
- X. ADJOURNMENT**

**HOUSING AUTHORITY OF NEW ORLEANS  
MINUTES OF THE BOARD OF COMMISSIONERS  
REGULAR MEETING  
SEPTEMBER 30, 2014**

**The Board of Commissioners of the Housing Authority of New Orleans met in Regular Session in the Helen W. Lang Board Room of the Authority located at 4100 Touro Street, Building B in the City of New Orleans, Louisiana 70122 at 4:00 p.m. on the 30th day of September, 2014.**

**IN ATTENDANCE**

Gregg Fortner, HANO Executive Director  
Robert Barbor, HANO General Counsel

Lawrence Lucas  
Charles Kennedy, Jr./The Kennedy Financial Group  
Gina Marie/Royal  
Andreanech Morris/Providence/GNOHA  
Lindsey Lews/GNOHA  
Colette Tippy, Stand With Dignity  
Julian Robinson/SWD  
Terri North/Providence Community Housing

**I. STATEMENT BY GENERAL COUNSEL**

"In accordance with the provisions of the Louisiana Open Meetings Law, La. R.S. 42:11, et seq., this meeting is open to the general public and notice of today's meeting as well as a copy of the Agenda have been provided and made available to the public prior to this meeting being called to order. The Board Chairman shall allow a public comment period prior to action on an agenda item upon which a vote is to be taken. Please adhere to the protocol as established and stated in the Agenda.

**II. CALL TO ORDER**

The Board of Commissioners Regular Meeting was called to order by Chairman Bernal at 4:23 p.m.

**III. ROLL CALL**

**PRESENT**

Chairman Bernal  
Vice Chairman Riener  
Commissioner Hackett- Antrum  
Commissioner Pilié

**ABSENT**

Commissioner Rice

**A quorum was present**

**IV. APPROVAL OF THE MINUTES OF THE REGULAR BOARD MEETING HELD ON SEPTEMBER 04, 2014.**

**Motion: To approve the minutes of the Regular Board Meeting held on September 4, 2014.**

Motion by: Vice Chairman Riener  
Second by: Commissioner Hackett Antrum  
Discussion: None  
Public Comment: None  
Call for Vote: All in favor; none opposed

**Motion passed. The minutes of the Regular Board Meeting held on September 4, 2014 was approved.**

**V. EXECUTIVE DIRECTOR'S REPORT**

**Motion: To accept the Executive Director's report.**

Motion by: Commissioner Pilié  
Second by: Vice Chairman Riener  
Discussion: Commissioner Hackett Antrum  
Public Comment: None  
Call for Vote: All in favor; none opposed

Motion passed. To accept the Executive Director's report.

VI. COMMITTEE REPORTS

- a. No reports for this meeting

VII. ITEMS FOR APPROVAL

AUTHORIZATION(S)

- **Resolution #2014-24 - Capital Fund Plan Submission – to adopt the Capital Fund 5-Year Action Plan and authorizes the Executive Director to submit the Plan to HUD along with the requisite CFP documents and related certifications in Appendix III.**

**Motion: To approve Resolution #2014-24 - Capital Fund Plan Submission**

Motion by: Vice Chairman Riener

Second by: Commissioner Hackett Antrum

Discussion: Vice Chairman Riener

Public Comment: None

Call for Vote: All in favor; none opposed

**Resolution #2014-24 Passed.**

- **Resolution #2014-25 - Flat Rent Amendment to HANO's PHA Plan – to adopt the PHA Plan Flat Rent Amendment and authorizes the Executive Director to submit the requisite Plan documents to HUD along with the related certifications provided in Appendix III.**

**Motion: To approve Resolution #2014-25 - Flat Rent Amendment to HANO's PHA Plan**

Motion by: Vice Chairman Riener

Second by: Commissioner Pilié

Discussion: Commissioner Hackett Antrum, Commissioner Pilié

Public Comment: None

Call for Vote: All in favor; none opposed

**Resolution #2014-25 Passed.**

- **Resolution #2014-26 - Invitation for Bids #14-912-35 -Demolition of Eight (8) Townhouses and Twenty-Five (25) Duplex Foundations at the Florida Housing Community – to authorize the award of a contract to Bayou General Contractors, Inc., in the amount of Four Hundred Eighteen Thousand Dollars (\$418,000.00) to demolish 8 townhouses and 25 duplex foundations and remove artwork from the buildings prior to demolition at the Florida Housing Community, pursuant to Invitation for Bids Number 14-912-35.**

**Motion: To approve Resolution #2014-26 - Invitation for Bids #14-912-35 -Demolition of Eight (8) Townhouses and Twenty-Five (25) Duplex Foundations at the Florida Housing Community**

Motion by: Vice Chairman Riener

Second by: Commissioner Hackett Antrum

Discussion: Chairman Bernal, Commissioner Hackett Antrum, Commissioner Pilié, Vice Chairman Riener

Public Comment: Lorraine Washington

Call for Vote: All in favor; none opposed

**Resolution #2014-26 Passed.**

- **Resolution #2014-27 - Request for Proposals No. 14-907-42 - Risk Management Services - authorizes award of a contract to Marsh USA, Inc. at hourly rates set forth in its fee proposal, for the provision of risk management services and related services, in an amount not to exceed \$96,000 per year for an initial two (2) years with an option to extend for an additional one (1) year.**

**Motion: To approve Resolution #2014-27 - Request for Proposals No. 14-907-42 - Risk Management Services**

Motion by: Commissioner Pilié

Second by: Vice Chairman Riener

Discussion: Chairman Bernal, Commissioner Hackett Antrum

Public Comment: None

Call for Vote: All in favor; none opposed

**Resolution #2014-27 Passed.**

- **Resolution #2014-28 - Request for Proposals No. 14-905-37 - FEMA Consultant Services - authorizes award of a contract to IAF Consulting, LLC at hourly rates set forth in its fee proposal, in a not to exceed amount of \$271,500.00 per year for the provision of FEMA consulting services to perform inspections, administration, management and close out of its existing Project Worksheets for a one (1) year period, with an option to extend for an additional two (2) years, if exercised.**

**Motion: To approve Resolution #2014-28 - Request for Proposals No. 14-905-37 - FEMA Consultant Services -**

Motion by: Vice Chairman Riener

Second by: Commissioner Pilié

Discussion: Chairman Bernal, Commissioner Hackett Antrum

Public Comment: None

Call for Vote: All in favor; none opposed

**Resolution #2014-28 Passed.**

- **Resolution #2014-29 - Iberville CNI Offsite – Purchase of Property at 1501 St. Louis Street (Formerly Winn Dixie) - to execute any and all documents necessary for the purchase of the property located at 1501 St. Louis Street in an amount not to exceed \$5,200,000.**

**Motion: To approve Resolution #2014-29 - Iberville CNI Offsite – Purchase of Property at 1501 St. Louis Street (Formerly Winn Dixie).**

Motion by: Commissioner Pilié

Second by: Commissioner Hackett Antrum

Discussion: Vice Chairman Riener, Commissioner Hackett Antrum

Public Comment: None

Call for Vote: All in favor; none opposed

**Resolution #2014-29 Passed.**

- **Resolution #2014-30 - Invitation for Bids #14-905-41 - Banking Services - authorizes the award of contracts to US Bank, Capital One, N.A., and Liberty Bank and Trust Company, and said contracts awarded to US Bank, and Liberty Bank and Trust Company shall provide for banking services at no direct cost to HANO, and the contract awarded to Capital One, N.A. shall provide for service fees that shall not exceed \$43,552.32 annually and each contract shall be for an initial period of one year, with an option to extend for an additional two years.**

**Motion: To approve Resolution #2014-30- Invitation for Bids #14-905-41 - Banking Services**

Motion by: Commissioner Pilié

Second by: Vice Chairman Riener

Discussion: Commissioner Hackett Antrum

Public Comment: None

Call for Vote: All in favor; none opposed

**Resolution #2014-30 Passed.**

- **Resolution #2014-31 – Amendment of Resolution #2014-23 - To Extend the Contract with Guste Homes Management Corporation to October 31, 2014 - amends Resolution No. 2014-23 by deleting “until September 30, 2014” and adding “until October 31, 2014”. All other provisions of the Resolution remain the same.**

**Motion: To approve Resolution #2014-31 - Approval of Amendment to Contract with Guste Homes Resident Management Corporation for Management Services at the William J. Guste Development**

Motion by: Commissioner Hackett Antrum

Second by: Vice Chairman Riener

Discussion: Chairman Bernal

Public Comment: None

Call for Vote: All in favor; none opposed

**Resolution #2014-31 Passed.**

**VIII. DISCUSSION**

**IX. PUBLIC COMMENT**

- **Public Comments**
  - **Lorraine Washington**
  - **Steven Kennedy**
- **Board of Commissioner's Comments**

**X. ADJOURNMENT**

**Motion: To adjourn the Regular Meeting of the Board of Commissioners**

Motion by: Commissioner Pilié

Second by: Vice Chairman Riener

Call to Vote: All in favor; none opposed

**Motion Passed. Chairman Bernal adjourned the meeting at 6:07 p.m..**

**APPROVED:**

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**DWAYNE G. BERNAL**  
**CHAIRMAN, BOARD OF COMMISSIONERS**



October 28, 2014

**MEMORANDUM**

**To: Dwayne G. Bernal**  
**Chairman, Board of Commissioners**

**Through: Gregg Fortner**  
**Executive Director**

**From: Maggie Merrill**  
**Acting Director, Asset Management Department**

**Re: Approval of Management Agreement with Guste Homes Resident Management Corporation for Management Services at the William J. Guste Development**

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Pursuant to the Department of Housing and Urban Development (HUD) Procurement Handbook for Public Housing Agencies, No. 74680.8 REV 2, Chapter 15.4, Contracting with a Resident Management Corporation, the Housing Authority of New Orleans has negotiated a Management Agreement contract with the Guste Homes Resident Management Corporation (GHRMC) to provide management, administration, operations, and maintenance services to the public housing units at the Guste High Rise elderly community (385 units) and at Guste II (16 units).

The Management Agreement contract sets forth the nature of the services to be provided and the terms and conditions associated with the performance of the management services. The initial term of the agreement is for two years, with the option to extend for two additional one year periods. We have agreed to provide 95% of the operating subsidy provided to HANO after HUD proration for the operation of the property. The management fee will be deducted from the subsidy, and will be reflected in the operating budget.

It is the intention of the parties that GHRMC will provide management, administration, operations, and maintenance to the public housing units at the Guste High Rise elderly community and Guste II.

**CERTIFICATIONS**

Finance

The Finance Department has certified that this procurement is budgeted and available in the HANO FY 2015 budget.

Procurement

The Procurement Manager has certified that this procurement was conducted in accordance with all applicable Federal and State regulations and laws, and in accordance with HANO's procurement policy.



We ask the Board of Commissioners of the Housing Authority of New Orleans to hereby approve the new Management Agreement contract with Guste Homes Resident Management Corporation for the management, administration, operations, and maintenance to the public housing units at the Guste High Rise elderly community and Guste II, and to authorize the Executive Director to execute any and all documents necessary to effectuate the contract.

**HOUSING AUTHORITY OF NEW ORLEANS  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
OCTOBER 28, 2014**

**RESOLUTION NO. 2014-32**

**WHEREAS**, pursuant to the Department of Housing and Urban Development (HUD) Procurement Handbook for Public Housing Agencies, No. 7460.08 Rev 2, Chapter 15.4, Contracting with a Resident Management Corporation, the Housing Authority of New Orleans (HANO), desires to enter into a contract with a Resident Management Corporation to provide property management services; and

**WHEREAS**, Guste Homes Resident Management Corporation (GHRMC) is a non-profit, tax exempt 501 (c)(3) corporation organized under the laws of the State of Louisiana, having its principal office at 1301 Simon Bolivar, New Orleans, LA 70115. Orleans Parish, Louisiana; and

**WHEREAS**, GHRMC is a Resident Management Corporation (RMC) as defined in Section 20 of the United States Housing Act of 1937 (42 U.S.C. & 1437) and 24 CFR Sections 964.7 and 990.115; and

**WHEREAS**, it is the intention of HANO that GHRMC provide management, administration, operation, and maintenance services to the public housing units at the Guste High Rise elderly community (385 units) and Guste II (16 units); and

**WHEREAS**, HANO has negotiated a new, long term Management Agreement contract with GHRMC for management services at the Guste High Rise and Guste II for an initial contract period of two (2) years, and two additional one (1) year renewal option periods, if exercised, which provides 95% of the operating subsidy provided to HANO after HUD proration for the operation of the property and a management fee of \$30 plus a bookkeeping fee of \$7.50 per unit; and

**WHEREAS**, the Management Agreement further sets forth the nature of the Services to be provided and the terms and conditions associated with the performance of the Management Services;

**THEREFORE, BE IT RESOLVED**, that the Board of Commissioners of the Housing Authority of New Orleans hereby approves the new contract with Guste Homes Resident Management Corporation for the management, administration, operations, and maintenance to the public housing units at the Guste High Rise elderly community and Guste II, and authorizes the Executive Director to execute any and all documents necessary to effectuate the contract.

**Executed this 28<sup>th</sup> day of October, 2014**

**APPROVAL:**

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**DWAYNE G. BERNAL  
CHAIRMAN, BOARD OF COMMISSIONERS**



**October 28, 2014**

**MEMORANDUM**

**To: Dwayne G. Bernal  
Chairman, Board of Commissioners**

**Through: Gregg Fortner  
Executive Director**

**From: Jennifer Adams  
Acting Director, Development and Modernization**

**Re: Award of Contract – Guste High Rise Cooling Tower Replacement**

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The Guste High Rise is a 385-unit HANO owned building constructed in 1965 and bounded by Clio, S. Liberty, Thalia, and Simon Bolivar Streets in Central City. The building is designated for elderly tenants and 100% of the units are public housing. In the first quarter of 2014, the property manager, Guste Homes Resident Management Corporation, reported that the cooling tower that services the air conditioning needs of the High Rise was not working properly. HANO engaged Scairono Martinez Architects to assess the condition of the cooling tower. They confirmed that the cooling tower, which is approximately 14 years old, was reaching the end of its useful life. They also advised that the lead time for ordering this equipment was approximately 4 months and that the optimal time for replacing this key piece of cooling equipment was December or January. Scairono developed a set of plans and specifications for the replacement of the cooling tower with better quality equipment that has an expected useful life of 20 to 30 years.

HANO's Invitation for Bids #14-912-45 was first advertised on Friday, September 19, 2014 and bids were opened on October 14, 2014. HANO received four (4) bids that ranged from \$260,000.00 to \$336,000.00. The project budget is \$500,000.00. It is recommended that a contract for this work be executed as soon as possible so that the equipment can be ordered and installed in the cooler winter months.

**CERTIFICATIONS**

Finance

The Chief Financial Officer has certified that the funds are available to complete the project from Capital Funds.

Procurement

The Procurement Manager has certified that this procurement was conducted in accordance with all applicable Federal and State regulations and laws, and in accordance with HANO's procurement policy. The results of the due diligence indicate that the bidder is responsible. Gootee Construction, Inc. submitted the lowest, responsive and responsible bid. The procurement memo is in your packet.

DBE/WBE/Section 3

The Section 3 / MWBE Program Coordinator has reviewed Gootee Construction, Inc. Section 3 Employment, Training and Contracting Plans and finds them in accordance with HANO's Employment, Training and Contracting Policy.

HANO requests that the Board of Commissioners authorize the Executive Director to execute a contract with Gootee Construction Inc. for the replacement of the cooling tower at the Guste High Rise in an amount not to exceed Two Hundred Sixty Thousand Dollars (\$260,000.00) pursuant to Invitation for Bids Number 14-912-45.

**HOUSING AUTHORITY OF NEW ORLEANS  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
OCTOBER 28, 2014**

**RESOLUTION NO. 2014-33**

**WHEREAS**, the Housing Authority of New Orleans (HANO) owns and operates the Guste High Rise building which consists of 385 elderly units; and

**WHEREAS**, the management agent for HANO at Guste High Rise advised HANO that the cooling tower that provides the air conditioning for the building was not operating properly; and

**WHEREAS**, HANO has confirmed that the existing cooling tower has reached the end of its useful life and that a new, more energy efficient unit is needed and therefore sought to replace the cooling tower at the Guste High Rise; and

**WHEREAS**, the Finance Department has certified there is sufficient funding to provide for the cooling tower replacement at Guste High Rise; and

**WHEREAS**, HANO issued Invitation for Bids (IFB) Number 14-912-45, to procure a contractor to replace the cooling tower at the Guste High Rise; and

**WHEREAS**, responses to the Invitation for Bids (IFB) Number 14-912-45 were received on Tuesday, October 14, 2014, from four (4) contractors; and

**WHEREAS**, the lowest, responsive, responsible bid was received from Gootee Construction, Inc.; and

**WHEREAS**, Gootee Construction, Inc. submitted evidence of their commitment to comply with HANO's requirements relative to subcontracting opportunities for DBE/WBE and Section 3 Businesses, and will work with HANO's Section 3 Coordinator to identify training opportunities for Section 3 residents; and

**WHEREAS**, HANO has successfully completed due diligence verification on Gootee Construction, Inc., and determined they are responsible; and

**WHEREAS**, it is recommended that approval be given to award a contract to Gootee Construction, Inc. in an amount not to exceed Two Hundred Sixty Thousand Dollars (\$260,000.00), to replace the cooling tower at Guste High Rise.

**Resolution No. 2014-33**  
**October 28, 2014**  
**Page 2**

**THEREFORE, BE IT RESOLVED**, that the Board of Commissioners of the Housing Authority of New Orleans hereby authorizes the award of a contract to Gootee Construction, Inc., in an amount not to exceed Two Hundred Sixty Thousand Dollars (\$260,000.00) to replace the cooling tower at Guste High Rise, pursuant to Invitation for Bids Number 14-912-45.

**Executed this 28<sup>th</sup> day of October, 2014**

**APPROVAL:**

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**DWAYNE G. BERNAL**  
**CHAIRMAN, BOARD OF COMMISSIONERS**



**October 28, 2014**

**MEMORANDUM**

**To: Dwayne. G. Bernal  
Chairman, Board of Commissioners**

**Through: Gregg Fortner  
Executive Director**

**From: Arthur Waller  
Director, Housing Choice Voucher Program**

**RE: Resolution Approving Submission of Section 8 Management Assessment  
Program (SEMAP) Certification for Fiscal Year 2014**

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On September 10, 1998, the Department of Housing and Urban Development (HUD) published in the Federal Register the Final Rule establishing the Section 8 Management Assessment Program (SEMAP). On August 17, 2000, HUD issued Notice PIH 2000-34 requiring the electronic submission of the SEMAP certification. 24 CFR 985.101(a) requires submission of the SEMAP certification form within 60 days of the end of the fiscal year.

SEMAP consists of 14 primary indicators with points assigned to each indicator for a total maximum of 145 points, as identified below:

1. Selection from the Waiting List – 15 points
2. Reasonable Rent – 20 points
3. Determination of Adjusted Income – 20 points
4. Utility Allowance Schedule – 5 points
5. Housing Quality Standards (HQS) Quality Control Inspections – 5 points
6. HQS Enforcement – 10 points
7. Expanding Housing Opportunities – 5 points
8. Payment Standards – 5 points
9. Annual Reexaminations – 10 points
10. Correct Tenant Rent Calculations – 5 points
11. Pre-Contract HQS Inspection – 5 points
12. Annual HQS Inspections – 10 points
13. Lease-up – 20 points
14. Family Self-Sufficiency Enrollment – 10 points

In addition, there is a Deconcentration Bonus indicator worth 5 points.

HUD has established the following SEMAP rating system:

- High Performer - 90% + (130.5 – 145 points)
- Standard Performer – 60% - 89% (87 – 129.5 points)

- Troubled Performer - < 60% (< 86 points)

The Housing Authority of New Orleans (HANO) has completed the appropriate tests and reviews and based on this has determined that HANO's score for the fiscal year ended September 30, 2014 is 105 points (72%), establishing HANO as a Standard Performer. Attached hereto is HANO's score for each indicator and a copy of the SEMAP Certification.

After submission, HUD will review the accuracy of the agency's performance rating under each indicator and will prepare a SEMAP profile which shows the rating for each indicator and an overall SEMAP score.

We recommend that the Board approve the SEMAP Certification for Fiscal Year 2014 and authorize the Executive Director to sign the Certification for Submission to HUD.



**HOUSING AUTHORITY OF NEW ORLEANS  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
OCTOBER 28, 2014**

**RESOLUTION NO. 2014-34**

**WHEREAS**, the U.S. Department of Housing and Urban Development (HUD) on September 10, 1998 published in the Federal Register the Final Rule establishing the Section 8 Management Assessment Program (SEMAP), as set forth in 24 CFR 985, to objectively measure public housing authority performance in key Section 8 tenant-based rental assistance program areas; and

**WHEREAS**, HUD, on August 17, 2000 issued Notice PIH 2000-34 (HA), requiring electronic submission of SEMAP Certification; and

**WHEREAS**, the Housing Authority of New Orleans (HANO) has completed the required review to determine the HANO scoring for the 14 SEMAP indicators for the fiscal year ended September 30, 2014; and

**WHEREAS**, HANO has determined that the scoring for the fiscal year ended September 30, 2014 is 105 points, or 72% of the 145 point maximum, thereby establishing HANO as a Standard Performer; and

**WHEREAS**, HUD requires that the SEMAP Certification be approved by the Board of Commissioners and be signed by the Executive Director prior to electronic submission to HUD.

**THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Housing Authority of New Orleans that the SEMAP Certification is hereby approved, and the Executive Director is authorized to sign and submit it to HUD.

**Executed this 28<sup>th</sup> day of October, 2014**

**APPROVAL:**

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**DWAYNE G. BERNAL  
CHAIRMAN, BOARD OF COMMISSIONERS**

HANO SEMAP Score FY 2014							
<b>Indicator</b>	<b>Points</b>	<b>Max Possible Points</b>					
1- Waitlist	15	15					
2-Rent Reasonableness	15	20					
3-Adjusted income	0	20					
4-Utility Allowance	5	5					
5-QC Inspections	5	5					
6- HQS Enforcement	10	10					
7-Expanding Housing Opportunities	0	5					
8-Payment Standard	5	5					
9- Annual Reexams	10	10					
10-Rent Calculations	0	5					
11-Pre-Contract HQS	5	5					
12-Annual Inspections	10	10					
13- Lease up	15	20					
14-FSS	10	10					
<b>Total</b>	<b>105</b>	<b>145</b>		<b>0.724138</b>	<b>Standard Performer (60% - 89%)</b>		

# Section 8 Management Assessment Program (SEMAP) Certification

U.S. Department of Housing  
and Urban Development  
Office of Public and Indian Housing

OMB Approval No. 2577-0215  
(exp. 9/30/2013)

Public reporting burden for this collection of information is estimated to average 12 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not conduct or sponsor, and you are not required to respond to, a collection of information unless it displays a currently valid OMB control number.

This collection of information is required by 24 CFR sec 985.101 which requires a Public Housing Agency (PHA) administering a Section 8 tenant-based assistance program to submit an annual SEMAP Certification within 60 days after the end of its fiscal year. The information from the PHA concerns the performance of the PHA and provides assurance that there is no evidence of seriously deficient performance. HUD uses the information and other data to assess PHA management capabilities and deficiencies, and to assign an overall performance rating to the PHA. Responses are mandatory and the information collected does not lend itself to confidentiality.

**Instructions** Respond to this certification form using the PHA's actual data for the fiscal year just ended.

PHA Name	For PHA FY Ending (mm/dd/yyyy)	Submission Date (mm/dd/yyyy)
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**Check here if the PHA expends less than \$300,000 a year in Federal awards**

Indicators 1 - 7 will not be rated if the PHA expends less than \$300,000 a year in Federal awards and its Section 8 programs are not audited for compliance with regulations by an independent auditor. A PHA that expends less than \$300,000 in Federal awards in a year must still complete the certification for these indicators.

### Performance Indicators

1. Selection from the Waiting List. (24 CFR 982.54(d)(1) and 982.204(a))

(a) The PHA has written policies in its administrative plan for selecting applicants from the waiting list.

**PHA Response** Yes  No

(b) The PHA's quality control samples of applicants reaching the top of the waiting list and of admissions show that at least 98% of the families in the samples were selected from the waiting list for admission in accordance with the PHA's policies and met the selection criteria that determined their places on the waiting list and their order of selection.

**PHA Response** Yes  No

2. Reasonable Rent. (24 CFR 982.4, 982.54(d)(15), 982.158(f)(7) and 982.507)

(a) The PHA has and implements a reasonable written method to determine and document for each unit leased that the rent to owner is reasonable based on current rents for comparable unassisted units (i) at the time of initial leasing, (ii) before any increase in the rent to owner, and (iii) at the HAP contract anniversary if there is a 5 percent decrease in the published FMR in effect 60 days before the HAP contract anniversary. The PHA's method takes into consideration the location, size, type, quality, and age of the program unit and of similar unassisted units, and any amenities, housing services, maintenance or utilities provided by the owners.

**PHA Response** Yes  No

(b) The PHA's quality control sample of tenant files for which a determination of reasonable rent was required shows that the PHA followed its written method to determine reasonable rent and documented its determination that the rent to owner is reasonable as required for (check one):

**PHA Response**  At least 98% of units sampled  80 to 97% of units sampled  Less than 80% of units sampled

3. Determination of Adjusted Income. (24 CFR part 5, subpart F and 24 CFR 982.516)

The PHA's quality control sample of tenant files shows that at the time of admission and reexamination, the PHA properly obtained third party verification of adjusted income or documented why third party verification was not available; used the verified information in determining adjusted income; properly attributed allowances for expenses; and, where the family is responsible for utilities under the lease, the PHA used the appropriate utility allowances for the unit leased in determining the gross rent for (check one):

**PHA Response**  At least 90% of files sampled  80 to 89% of files sampled  Less than 80% of files sampled

4. Utility Allowance Schedule. (24 CFR 982.517)

The PHA maintains an up-to-date utility allowance schedule. The PHA reviewed utility rate data that it obtained within the last 12 months, and adjusted its utility allowance schedule if there has been a change of 10% or more in a utility rate since the last time the utility allowance schedule was revised.

**PHA Response** Yes  No

5. HQS Quality Control Inspections. (24 CFR 982.405(b))

A PHA supervisor (or other qualified person) reinspected a sample of units during the PHA fiscal year, which met the minimum sample size required by HUD (see 24 CFR 985.2), for quality control of HQS inspections. The PHA supervisor's reinspected sample was drawn from recently completed HQS inspections and represents a cross section of neighborhoods and the work of a cross section of inspectors.

**PHA Response** Yes  No

6. HQS Enforcement. (24 CFR 982.404)

The PHA's quality control sample of case files with failed HQS inspections shows that, for all cases sampled, any cited life-threatening HQS deficiencies were corrected within 24 hours from the inspection and, all other cited HQS deficiencies were corrected within no more than 30 calendar days from the inspection or any PHA-approved extension, or, if HQS deficiencies were not corrected within the required time frame, the PHA stopped housing assistance payments beginning no later than the first of the month following the correction period, or took prompt and vigorous action to enforce the family obligations for (check one):

**PHA Response**  At least 98% of cases sampled  Less than 98% of cases sampled

7. Expanding Housing Opportunities. (24 CFR 982.54(d)(5), 982.153(b)(3) and (b)(4), 982.301(a) and 983.301(b)(4) and (b)(12)).

**Applies only to PHAs with jurisdiction in metropolitan FMR areas.**

**Check here if not applicable**

(a) The PHA has a written policy to encourage participation by owners of units outside areas of poverty or minority concentration which clearly delineates areas in its jurisdiction that the PHA considers areas of poverty or minority concentration, and which includes actions the PHA will take to encourage owner participation.

**PHA Response** Yes  No

(b) The PHA has documentation that shows that it took actions indicated in its written policy to encourage participation by owners outside areas of poverty and minority concentration.

**PHA Response** Yes  No

(c) The PHA has prepared maps that show various areas, both within and neighboring its jurisdiction, with housing opportunities outside areas of poverty and minority concentration; the PHA has assembled information about job opportunities, schools and services in these areas; and the PHA uses the maps and related information when briefing voucher holders.

**PHA Response** Yes  No

(d) The PHA's information packet for voucher holders contains either a list of owners who are willing to lease, or properties available for lease, under the voucher program, or a list of other organizations that will help families find units and the list includes properties or organizations that operate outside areas of poverty or minority concentration.

**PHA Response** Yes  No

(e) The PHA's information packet includes an explanation of how portability works and includes a list of neighboring PHAs with the name, address and telephone number of a portability contact person at each.

**PHA Response** Yes  No

(f) The PHA has analyzed whether voucher holders have experienced difficulties in finding housing outside areas of poverty or minority concentration and, where such difficulties were found, the PHA has considered whether it is appropriate to seek approval of exception payment standard amounts in any part of its jurisdiction and has sought HUD approval when necessary.

**PHA Response** Yes  No

8. Payment Standards. The PHA has adopted current payment standards for the voucher program by unit size for each FMR area in the PHA jurisdiction and, if applicable, for each PHA-designated part of an FMR area, which do not exceed 110 percent of the current applicable FMR and which are not less than 90 percent of the current FMR (unless a lower percent is approved by HUD). (24 CFR 982.503)

**PHA Response** Yes  No

Enter current FMRs and payment standards (PS)

0-BR FMR \_\_\_\_\_ 1-BR FMR \_\_\_\_\_ 2-BR FMR \_\_\_\_\_ 3-BR FMR \_\_\_\_\_ 4-BR FMR \_\_\_\_\_  
PS \_\_\_\_\_ PS \_\_\_\_\_ PS \_\_\_\_\_ PS \_\_\_\_\_ PS \_\_\_\_\_

**If the PHA has jurisdiction in more than one FMR area, and/or if the PHA has established separate payment standards for a PHA-designated part of an FMR area, attach similar FMR and payment standard comparisons for each FMR area and designated area.**

9. Annual Reexaminations. The PHA completes a reexamination for each participating family at least every 12 months. (24 CFR 982.516)

**PHA Response** Yes  No

10. Correct Tenant Rent Calculations. The PHA correctly calculates tenant rent in the rental certificate program and the family rent to owner in the rental voucher program. (24 CFR 982, Subpart K)

**PHA Response** Yes  No

11. Precontract HQS Inspections. Each newly leased unit passed HQS inspection before the beginning date of the assisted lease and HAP contract. (24 CFR 982.305)

**PHA Response** Yes  No

12. Annual HQS Inspections. The PHA inspects each unit under contract at least annually. (24 CFR 982.405(a))

**PHA Response** Yes  No

13. Lease-Up. The PHA executes assistance contracts on behalf of eligible families for the number of units that has been under budget for at least one year.

**PHA Response** Yes  No

14a. Family Self-Sufficiency Enrollment. The PHA has enrolled families in FSS as required. (24 CFR 984.105)

**Applies only to PHAs required to administer an FSS program.**

**Check here if not applicable**

**PHA Response**

a. Number of mandatory FSS slots (Count units funded under the FY 1992 FSS incentive awards and in FY 1993 and later through 10/20/1998. Exclude units funded in connection with Section 8 and Section 23 project-based contract terminations; public housing demolition, disposition and replacement; HUD multifamily property sales; prepaid or terminated mortgages under section 236 or section 221(d)(3); and Section 8 renewal funding. Subtract the number of families that successfully completed their contracts on or after 10/21/1998.)

or, Number of mandatory FSS slots under HUD-approved exception

b. Number of FSS families currently enrolled

c. Portability: If you are the **initial** PHA, enter the number of families currently enrolled in your FSS program, but who have moved under portability and whose Section 8 assistance is administered by another PHA

Percent of FSS slots filled (b + c divided by a)

14b. Percent of FSS Participants with Escrow Account Balances. The PHA has made progress in supporting family self-sufficiency as measured by the percent of currently enrolled FSS families with escrow account balances. (24 CFR 984.305)

**Applies only to PHAs required to administer an FSS program .**

Check here if not applicable

PHA Response Yes  No

Portability: If you are the **initial** PHA, enter the number of families with FSS escrow accounts currently enrolled in your FSS program, but who have moved under portability and whose Section 8 assistance is administered by another PHA

**Deconcentration Bonus Indicator** (Optional and only for PHAs with jurisdiction in metropolitan FMR areas).

The PHA is submitting with this certification data which show that:

- (1) Half or more of all Section 8 families with children assisted by the PHA in its principal operating area resided in low poverty census tracts at the end of the last PHA FY;
  - (2) The percent of Section 8 mover families with children who moved to low poverty census tracts in the PHA's principal operating area during the last PHA FY is at least two percentage points higher than the percent of all Section 8 families with children who resided in low poverty census tracts at the end of the last PHA FY;
- or**
- (3) The percent of Section 8 mover families with children who moved to low poverty census tracts in the PHA's principal operating area over the last two PHA FYs is at least two percentage points higher than the percent of all Section 8 families with children who resided in low poverty census tracts at the end of the second to last PHA FY.

PHA Response Yes  No  **If yes, attach completed deconcentration bonus indicator addendum.**

I hereby certify that, to the best of my knowledge, the above responses under the Section 8 Management Assessment Program (SEMAP) are true and accurate for the PHA fiscal year indicated above. I also certify that, to my present knowledge, there is not evidence to indicate seriously deficient performance that casts doubt on the PHA's capacity to administer Section 8 rental assistance in accordance with Federal law and regulations.

**Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Executive Director, signature

Chairperson, Board of Commissioners, signature

Date (mm/dd/yyyy) \_\_\_\_\_

Date (mm/dd/yyyy) \_\_\_\_\_

The PHA may include with its SEMAP certification any information bearing on the accuracy or completeness of the information used by the PHA in providing its certification.

# SEMAP Certification - Addendum for Reporting Data for Deconcentration Bonus Indicator

Date (mm/dd/yyyy) \_\_\_\_\_

PHA Name \_\_\_\_\_

Principal Operating Area of PHA \_\_\_\_\_  
(The geographic entity for which the Census tabulates data)

**Special Instructions for State or regional PHAs** Complete a copy of this addendum for each metropolitan area or portion of a metropolitan area (i.e., principal operating areas) where the PHA has assisted 20 or more Section 8 families with children in the last completed PHA FY. HUD will rate the areas separately and the separate ratings will then be weighted by the number of assisted families with children in each area and averaged to determine bonus points.

1990 Census Poverty Rate of Principal Operating Area \_\_\_\_\_

## Criteria to Obtain Deconcentration Indicator Bonus Points

To qualify for bonus points, a PHA must complete the requested information and answer yes for only one of the 3 criteria below. However, State and regional PHAs must always complete line 1) b for each metropolitan principal operating area.

- 1) \_\_\_\_\_ a. Number of Section 8 families with children assisted by the PHA in its principal operating area at the end of the last PHA FY who live in low poverty census tracts. A low poverty census tract is a tract with a poverty rate at or below the overall poverty rate for the principal operating area of the PHA, or at or below 10% whichever is greater.
- \_\_\_\_\_ b. Total Section 8 families with children assisted by the PHA in its principal operating area at the end of the last PHA FY.
- \_\_\_\_\_ c. Percent of all Section 8 families with children residing in low poverty census tracts in the PHA's principal operating area at the end of the last PHA FY (line a divided by line b).
- Is line c 50% or more? Yes  No

- 2) \_\_\_\_\_ a. Percent of all Section 8 families with children residing in low poverty census tracts in the PHA's principal operating area at the end of the last completed PHA FY.
- \_\_\_\_\_ b. Number of Section 8 families with children who moved to low poverty census tracts during the last completed PHA FY.
- \_\_\_\_\_ c. Number of Section 8 families with children who moved during the last completed PHA FY.
- \_\_\_\_\_ d. Percent of all Section 8 mover families with children who moved to low poverty census tracts during the last PHA fiscal year (line b divided by line c).
- Is line d at least two percentage points higher than line a? Yes  No

- 3) \_\_\_\_\_ a. Percent of all Section 8 families with children residing in low poverty census tracts in the PHA's principal operating area at the end of the second to last completed PHA FY.
- \_\_\_\_\_ b. Number of Section 8 families with children who moved to low poverty census tracts during the last two completed PHA FYs.
- \_\_\_\_\_ c. Number of Section 8 families with children who moved during the last two completed PHA FYs.
- \_\_\_\_\_ d. Percent of all Section 8 mover families with children who moved to low poverty census tracts over the last two completed PHA FYs (line b divided by line c).
- Is line d at least two percentage points higher than line a? Yes  No

**If one of the 3 criteria above is met, the PHA may be eligible for 5 bonus points.**

**See instructions above concerning bonus points for State and regional PHAs.**



**October 28, 2014**

**MEMORANDUM**

**To: Dwayne. G. Bernal  
Chairman, Board of Commissioners**

**Through: Gregg Fortner  
Executive Director**

**From: Jennifer Adams  
Acting Director, Real Estate Planning and Development**

**Re: Acquisition of the George O. Mondy, Jr. School from Orleans Parish School Board**

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In 2012, the Housing Authority of New Orleans ("HANO") and the City of New Orleans received a \$30,500,000 Choice Neighborhoods Implementation ("CNI") Grant from the U.S. Department of Housing and Urban Development ("HUD") for the redevelopment of the Iberville public housing site. HANO committed to providing 821 replacement units (public housing or project based vouchers).

The property at 2327 St. Philip Street, also known as the George O. Mondy Jr. Elementary School, is part of the CNI offsite housing plan. The property is currently owned by the Orleans Parish School Board ("OPSB"). State law allows the School Board to transfer property to another government entity at appraised value without going through a public bid process. The appraisal conducted on August 23, 2014 values the property at \$500,000.

Neville Development has presented HANO with a proposal to renovate this property into 33 one and two bedroom units of senior housing that can be counted towards the CNI replacement housing commitment. Neville Development is in process of securing financing for the acquisition and development of the property.

HANO seeks to purchase the property from the School Board and then transfer the property to Neville Development. The acquisition will only take place when and if the developer makes the funds available to HANO for the purchase of the property.

The roof of the school is in need of immediate repair. Water infiltration continues to degrade the building interior. OPSB has stated that they will not expend any additional funds to make the necessary repairs and if not acquired by HANO the property will be auctioned to the highest bidder, and HANO risks losing 33 units of replacement housing for the CNI redevelopment.

HANO requests that the Board of Commissioners authorize the Executive Director to execute all documents necessary to acquire the property at 2327 St. Philip Street, also known as George O. Mondy Jr. Elementary School, in an amount not to exceed \$500,000.00, subject to the

availability of funds from Neville Development, and to transfer of the property to Neville Development for the development of CNI replacement units.



**HOUSING AUTHORITY OF NEW ORLEANS  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
OCTOBER 28, 2014**

**RESOLUTION NO. 2014-35**

**WHEREAS**, The Housing Authority of New Orleans (HANO) determined the property at 2327 St. Philip Street (the Property), also known as the George O. Mondy Jr. Elementary School, was to be part of the offsite housing plan for the Choice Neighborhoods Implementation (CNI) Grant Agreement between the United States Department of Housing and Urban Development (“HUD”), the Housing Authority of New Orleans (“HANO”), and the City of New Orleans (“CNO”) executed in 2012; and

**WHEREAS**, HANO has committed to providing 821 replacement units of public housing and/or project based voucher units; and

**WHEREAS**, the Orleans Parish School Board (OPSB), the current owner of the Property, has the authority to transfer the property to HANO for its appraised value without public bid; and

**WHEREAS**, the appraised value, as of August 23, 2014, is \$500,000; and

**WHEREAS**, the proposed developer, Neville Development, will renovate the property into 33 one and two bedroom senior housing units that can be counted towards the CNI replacement housing commitment; and

**WHEREAS**, Neville Development has agreed to provide HANO with sufficient funds to purchase the property from OPSB and to take title to the property after HANO’s acquisition.

**THEREFORE, BE IT RESOLVED**, that the Board of Commissioners of the Housing Authority of New Orleans authorizes the Executive Director to execute all documents necessary to acquire the property located at 2327 St. Philip Street in an amount not to exceed \$500,000.00 from the Orleans Parish School Board and to transfer the property to Neville Development, subject to availability of funds from Neville Development.

**Executed this 28<sup>th</sup> day of October, 2014**

**APPROVAL:**

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**DWAYNE G. BERNAL  
CHAIRMAN, BOARD OF COMMISSIONERS**