



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

OCTOBER 26, 2021 at 4:00pm

VIA ZOOM

MEETING ID: 827 2634 0510

PASSWORD: 743882

Please note the certification of the Housing Authority of New Orleans (“HANO”) that is posted with this Agenda and which does certify that because of and pursuant to Executive Order and Emergency Proclamations Numbers 25 JBE 2020, 30 JBE 2020, 33 JBE 2020, 59 JBE 2020, 84 JBE 2020, 93 JBE 2021, 94 JBE 2021, 117 JBE 2021, 118 JBE 2021, 167 JBE 2021, 168 JBE 2021 and 182 JBE 2021 signed by Governor John Bel Edwards, HANO is unable to operate in accordance with the quorum requirement of La. R.S. 42:19 and therefore will conduct all or portions of this meeting by telephonic-conferencing and/or video-conferencing means without a physical quorum present. Procedures for appropriate participation by the public in this meeting are posted on HANO’s website.

BOARD OF COMMISSIONERS

**PRESIDENT
DEBRA JOSEPH**

**VICE PRESIDENT
ISABEL BARRIOS**

**COMMISSIONERS
AVERY FORET
SHARON JASPER
CAROL JOHNSON
MONIKA MCKAY
KIM PIPER
BILL ROUSELLE**

COMMITTEE APPOINTMENTS

REAL ESTATE DEVELOPMENT

**CHAIR
CAROL JOHNSON**

**COMMISSIONERS
AVERY FORET
MONIKA MCKAY
KIM PIPER**

***ASSET MANAGEMENT &
OPERATIONS***

**CHAIR
BILL ROUSELLE**

**COMMISSIONERS
ISABEL BARRIOS
SHARON JASPER**

FINANCE & AUDIT

**CHAIR
DEBRA JOSEPH**

**COMMISSIONER
CAROL JOHNSON**

PERSONNEL

**CHAIR
DEBRA JOSEPH**

**COMMISSIONERS
ISABEL BARRIOS
KIM PIPER
BILL ROUSELLE**

AGENDA

- I. STATEMENT BY GENERAL COUNSEL**
- II. CALL TO ORDER**
- III. ROLL CALL**
- IV. COMMENTS FROM THE PRESIDENT**
- V. APPROVAL OF THE AGENDA**
- VI. APPROVAL OF THE MINUTES**
 - Regular Meeting Held on September 28, 2021
 - Special Meeting Held on October 13, 2021
- VII. EXECUTIVE DIRECTOR’S REPORT**
- VIII. COMMITTEE REPORT(S)**
 - Finance and Audit Committee Report
 - Asset Management and Operations Committee Report
 - Development Committee Meeting
- IX. NEW BUSINESS**

ITEMS FOR APPROVAL

AUTHORIZATON(S)

- **RESOLUTION NO. 2021-22- Approval of HANO’s Fiscal Year 2022 Operating Budgets**

- **RESOLUTION NO. 2021-23** - Approval of the Amendment to HANO's Employee Retirement Plan
- **RESOLUTION NO. 2021-24** - Approval of HANO COVID-19 Vaccination Policy
- **RESOLUTION NO. 2021-25** - Approval of the Guste III Permanent Loan Documents

X. PUBLIC COMMENTS

- Public Comment(s)
- Board of Commissioners Comment(s)

XI. ANNOUNCEMENTS AND REMINDERS

XII. ADJOURNMENT



HOUSING AUTHORITY OF NEW ORLEANS
BOARD OF COMMISSIONERS
REGULAR BOARD MEETING

BOARD OF COMMISSIONERS

OCTOBER 26, 2021 at 4:00 pm

VIA ZOOM

PRESIDENT
DEBRA JOSEPH

VICE PRESIDENT
ISABEL BARRIOS

COMMISSIONERS
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CERTIFICATION OF INABILITY TO
OPERATE AN IN-PERSON QUORUM

In accordance with ACT 302, of the 2020 Regular Session of the Louisiana Legislature, signed by the Governor on June 12, 2020, La. R.S. 42:17.1 was enacted to allow for public bodies to conduct public meetings via electronic means when the "governor has declared a state of emergency or disaster involving a geographic area within the jurisdiction of the public body and the nature of the emergency or disaster would cause a meeting of the public body conducted pursuant to the other provisions of this Chapter to be detrimental to the health, safety, or welfare of the public."

COMMITTEE APPOINTMENTS

This notice shall serve as an acknowledgement of the Public Health Emergency declared in regard to the COVID-19 pandemic by Governor John Bel Edwards in executive orders and proclamations including but not limited to 182 JBE 2021 dated September 28, 2021.

REAL ESTATE DEVELOPMENT

CHAIR
CAROL JOHNSON

COMMISSIONERS
AVERY FORET
MONIKA MCKAY
KIM PIPER

This notice also shall serve as certification by the Housing Authority of New Orleans ("HANO") that an in-person meeting of this public body would be detrimental to the health, safety, or welfare of the public. As attested to below, Evette Hester, Secretary of the HANO Board of Commissioners, has conferred with members of HANO's Board of Commissioners and confirmed their inability to attend an in-person meeting because of the measures put in place by federal, state, and city officials to protect the health and safety of the public in regard to the COVID-19 pandemic.

ASSET MANAGEMENT &
OPERATIONS

CHAIR
BILL ROUSELLE

COMMISSIONERS
ISABEL BARRIOS
SHARON JASPER

Considering the foregoing, the Regular Meeting of the HANO Board of Commissioners to be held on October 26, 2021 at 4:00 p.m. will be held by videoconference in a manner that allows for observation and input by members of the public as set forth in the Notice and Agenda of the meeting that has been posted by HANO.

FINANCE & AUDIT

CHAIR
DEBRA JOSEPH

COMMISSIONER
CAROL JOHNSON

Evette Hester
Secretary, HANO Board of Commissioners

PERSONNEL

CHAIR
DEBRA JOSEPH

COMMISSIONERS
ISABEL BARRIOS
KIM PIPER
BILL ROUSELLE

On this 22nd day of October, 2021 before me personally appeared Evette Hester, to me known to be the person described herein and who executed the foregoing instrument and acknowledged that she executed the same as her act and deed.

Notary Public

NOTARY PUBLIC
STATE OF LOUISIANA
BAR NO. 23887
MY COMMISSION IS FOR LIFE



October 26, 2021

MEMORANDUM

To: Board of Commissioners
President Debra Joseph, Vice President Isabel Barrios,
Commissioner Avery Foret, Commissioner Sharon Jasper,
Commissioner Carol Johnson, Commissioner Monika McKay,
Commissioner Kim Piper and Commissioner Bill Rouselle

Through: Evette Hester
Executive Director

From: Stacy Jackson
Acting Deputy Director of Administration/Chief Financial Officer

Re: Approval of the Fiscal Year 2022 Operating Budgets

The Housing Authority of New Orleans (HANO) is requesting that the Board of Commissioners approve the Fiscal Year 2022 Operating Budgets. As detailed in the attached Budget Summary, the proposed total expenditures necessary for an efficient and economical operation is as follows:

2022 Total Budgeted Revenues:	\$ 207,185,968
2022 Total Budgeted Uses:	\$ 207,380,495
2022 Net Surplus (Deficit):	(\$ 194,527)

HANO is asking the Board of Commissioners to authorize the Executive Director of HANO, Evette Hester, to execute any and all documents necessary to effectuate the operations of HANO in accordance with the proposed Fiscal Year Operating Budgets.

**HOUSING AUTHORITY OF NEW ORLEANS
BOARD OF COMMISSIONERS
REGULAR MEETING
OCTOBER 26, 2021**

RESOLUTION NO. 2021-22

WHEREAS, the Housing Authority of New Orleans (HANO) has prepared its Fiscal Year 2022 Budgets; and

WHEREAS, HANO finds the proposed total expenditures necessary for an efficient and economical operation, the provision of resident services and the continuation of modernization and development activities; and

WHEREAS, the projected total revenue, including HANO reserves, provides sufficient funds to support the Authority's activities as follows:

2022 Total Budgeted Revenues: \$ 207,185,968

2022 Total Budgeted Uses: \$ 207,380,495

2022 Net Surplus (Deficit): (\$ 194,527)

THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the Housing Authority of New Orleans hereby approves the Fiscal Year 2022 Budgets in the amounts listed above and authorizes the Executive Director Evette Hester to take the necessary measures to place the Fiscal Year 2022 Budgets into effect.

Executed this 26th day of October, 2021.

APPROVAL:

**DEBRA JOSEPH
PRESIDENT, BOARD OF COMMISSIONERS**



October 26, 2021

MEMORANDUM

**To: Board of Commissioners
President Debra Joseph, Vice President Isabel Barrios,
Commissioner Avery Foret, Commissioner Sharon Jasper,
Commissioner Carol Johnson, Commissioner Monika McKay,
Commissioner Kim Piper and Commissioner Bill Rouselle**

**Through: Evette Hester
Executive Director**

**From: Kevin Oufnac
General Counsel**

Re: Approval of Revisions to HANO's Retirement Plan

The Housing Authority of New Orleans (HANO) is requesting that the Board of Commissioners approve revisions to its current 401a Defined Contribution Retirement Plan to improve the overall retirement benefit provided to HANO employees, offer a more competitive retirement plan benefit, and align the retirement plan contributions with current industry standards. The specific revisions for which HANO seeks your approval are shown in the document attached hereto and address the contributions by HANO and by employees to the plan. If the revision is approved, the mandatory minimum contribution to the retirement plan for employees will increase from one-half percent (0.5%) of the annual salary to three percent (3%) of the annual salary, and HANO's employer contribution to each employee's retirement plan account will increase from five percent (5%) of the annual salary to eight percent (8%) of the annual salary.

HANO's Human Resources Department respectfully requests that the HANO Board of Commissioners approve this revision to HANO's current retirement plan, which increases the employee and HANO contributions as detailed in the attached fourth amendment to the retirement plan.

**HOUSING AUTHORITY OF NEW ORLEANS
BOARD OF COMMISSIONERS
REGULAR MEETING
OCTOBER 26, 2021**

RESOLUTION NO. 2021-23

WHEREAS, the Human Resources Department of the Housing Authority of New Orleans (HANO) requests that the HANO Board of Commissioners approve the revision to the HANO Retirement Plan that has been proposed on this date; and

WHEREAS, the requested revisions to the current 401a Defined Contribution Retirement Plan will improve the overall retirement benefit provided to HANO employees, offer a more competitive retirement plan benefit, and align the retirement plan contributions with current industry standards by increasing the mandatory minimum contribution to the plan account for employees from one-half percent (0.5%) of the annual salary to three percent (3%) of the annual salary, and by increasing the contribution of HANO to each employee's retirement account from five percent (5%) of the annual salary to eight percent (8%) of the annual salary.

THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the Housing Authority of New Orleans hereby approves the revision to the HANO Retirement Plan that will increase the mandatory minimum contribution to the plan account for employees from one-half percent (0.5%) of the annual salary to three percent (3%) of the annual salary, and will increase the contribution of HANO to each employee's retirement account from five percent (5%) of the annual salary to eight percent (8%) of the annual salary, and further and authorizes the Executive Director, Evette Hester, to execute all documents necessary to implement the revision.

Executed this 26th day of October, 2021.

APPROVAL:

**DEBRA JOSEPH
PRESIDENT, BOARD OF COMMISSIONERS**



October 26, 2021

MEMORANDUM

**To: Board of Commissioners
President Debra Joseph, Vice President Isabel Barrios,
Commissioner Avery Foret, Commissioner Sharon Jasper,
Commissioner Carol Johnson, Commissioner Monika McKay,
Commissioner Kim Piper and Commissioner Bill Rouselle**

**Through: Evette Hester
Executive Director**

**From: Kevin Oufnac
General Counsel**

Re: Approval of HANO's COVID-19 Vaccination Policy

The Housing Authority of New Orleans (HANO) is requesting that the Board of Commissioners approve the implementation of a COVID-19 Vaccination Policy for agency employees. The city of New Orleans has been under a declared local state of emergency since March 11, 2020, when the Mayoral proclamation entitled "Mayoral Proclamation of a State of Emergency Due to COVID-19" was filed in Civil District Court; and HANO's efforts to continue to mitigate the spread of COVID-19 are critical to the health and wellbeing of HANO employees and other persons with whom they interact in the provision of services.

The U.S. Centers for Disease Control and Prevention ("CDC") has stated that vaccination is an effective tool to prevent the spread of COVID-19 and benefits both vaccine recipients and those they come into contact with. Three COVID-19 vaccines have received Emergency Use Authorization (EUA) from the U.S Food and Drug Administration (FDA) and proven to be highly effective in protecting against COVID-19 infections with resulting serious illnesses, hospitalizations, and deaths.

Many HANO employees hold positions in which they come into contact with other people in the course of their work for the Agency, and are thus in a position to transmit or contract COVID-19 while they are at work.

The specific provisions for which HANO seeks approval are shown in the document attached hereto and addresses HANO's proposed COVID-19 vaccination policy for agency employees. It is essential for HANO employees to get vaccinated and that those who do not get vaccinated receive routine COVID-19 testing on a weekly basis to ensure that the risks of transmission or contraction of COVID-19 by HANO employees are mitigated to the extent possible.

The COVID-19 Vaccination policy will remain in effect until the termination of the state of emergency declared via the Mayoral proclamation entitled "Mayoral Proclamation of a State of Emergency Due to COVID-19" on March 11, 2020.

It is imperative that HANO promote and adopt the best health and safety practices recognized in light of current scientific understanding of the conditions under which COVID-19 can spread, and therefore, HANO's Human Resources Department respectfully requests the HANO Board of Commissioners' approval of the COVID-19 Vaccination Policy for agency employees that is attached to this memorandum.

**HOUSING AUTHORITY OF NEW ORLEANS
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OCTOBER 26, 2021**

RESOLUTION NO. 2021-24

WHEREAS, the Human Resources Department of the Housing Authority of New Orleans (HANO) requests that the HANO Board of Commissioners approve a COVID-19 Vaccination Policy for the Agency; and

WHEREAS, the city of New Orleans has been under a declared local state of emergency since March 11, 2020, when the Mayoral proclamation entitled “Mayoral Proclamation of a State of Emergency Due to COVID-19” was filed in Civil District Court; and

WHEREAS, HANO’s efforts to mitigate the spread of COVID-19 are critical to the health and wellbeing of HANO employees and other persons with whom they interact in the provision of services; and

WHEREAS, the U.S. Centers for Disease Control and Prevention (“CDC”) has stated that vaccination is an effective tool to prevent the spread of COVID-19 and benefits both vaccine recipients and those they come into contact with; and

WHEREAS, three COVID-19 vaccines have received Emergency Use Authorization (EUA) from the U.S Food and Drug Administration (FDA) and proven to be highly effective in protecting against COVID-19 infections with resulting serious illnesses, hospitalizations, and deaths; and

WHEREAS, many HANO employees hold positions in which they come into contact with other people in the course of their work for the Agency, and are thus in a position to transmit or contract COVID-19 while they are at work; and

WHEREAS, it is essential for HANO employees to get vaccinated and that those who do not get vaccinated receive routine COVID-19 testing on a weekly basis to ensure that the risks of transmission or contraction of COVID-19 by HANO employees are mitigated to the extent possible; and

WHEREAS, it is imperative that HANO promote and adopt the best health and safety practices recognized in light of current scientific understanding of the conditions under which COVID-19 can spread; and

WHEREAS, the COVID-19 Vaccination policy will remain in effect until the termination of the state of emergency declared via the Mayoral proclamation entitled “Mayoral Proclamation of a State of Emergency Due to COVID-19” on March 11, 2020.

THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the Housing Authority of New Orleans hereby approves the HANO COVID-19 Vaccination Policy and further authorizes the Executive Director, Evette Hester, to execute all documents necessary to implement the vaccination policy.

Executed this 26th day of October, 2021.

APPROVAL:

DEBRA JOSEPH
PRESIDENT, BOARD OF COMMISSIONERS



October 26, 2021

MEMORANDUM

**To: Board of Commissioners
President Debra Joseph, Vice President Isabel Barrios,
Commissioner Avery Foret, Commissioner Sharon Jasper,
Commissioner Carol Johnson, Commissioner Monika McKay,
Commissioner Kim Piper and Commissioner Bill Rouselle**

**Through: Evette Hester
Executive Director**

**From: Gionne Jourdan
Director, Development and Modernization**

**Re: Approval of the Execution of Permanent Loan Documents Guste III Homes
LLC**

On May 21, 2013, the Board of Commissioners approved Resolution 2013-27 (copy attached) authorizing the Housing Authority of New Orleans (HANO) Administrative Receiver to enter into all documents related to the Guste Homes III, LLC closing.

HANO executed both the HANO Leasehold Construction Loan Agreement and the Construction Loan Leasehold Mortgage, Assignment of Rents and Security Agreement with the borrower, Guste Homes III, LLC at the November 2013 closing.

The construction phase of the Guste Homes III project is complete and therefore, this construction project now is ready for conversion from a construction loan agreement to the permanent financing documents.

HANO is asking the Board of Commissioners to authorize the Executive Director of HANO, Evette Hester, to execute any and all documents necessary to effectuate the conversion to permanent financing of the project.

**HOUSING AUTHORITY OF NEW ORLEANS
BOARD OF COMMISSIONERS
REGULAR MEETING
OCTOBER 26, 2021**

RESOLUTION NO. 2021-25

WHEREAS, on May 21, 2013, the Board of Commissioners approved Resolution 2013-27 authorizing the Housing Authority of New Orleans (HANO) Administrative Receiver to enter into all documents related to the Guste Homes III, LLC closing; and

WHEREAS, HANO executed a HANO Leasehold Construction Loan Agreement dated November 1, 2013 with the borrower, Guste Homes III, LLC; and

WHEREAS, HANO executed a Construction Loan Leasehold Mortgage, Assignment of Rents and Security Agreement dated November 13, 2013 with the borrower, Guste Homes III, LLC; and

WHEREAS, the Guste Homes III project has completed construction and is ready for conversion of the construction loan to permanent loan conversion.

THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the Housing Authority of New Orleans hereby authorizes the Executive Director of HANO, Evette Hester, to execute any and all documents necessary to effectuate the conversion to permanent financing of the Guste Homes III Project, and

BE IT FURTHER RESOLVED, that any past actions by Executive Director with respect to any of the matters described herein, including but not limited to any of the documents or instruments described hereinabove, are hereby ratified and confirmed as the acts and deeds of HANO.

Executed this 26th day of October, 2021.

APPROVAL:

**DEBRA JOSEPH
PRESIDENT, BOARD OF COMMISSIONERS**