

*For approval by LLT Board on June 9, 2014*

**ROAD HOME CORPORATION, DBA LOUISIANA LAND TRUST  
BOARD OF DIRECTORS MEETING  
MINUTES OF JANUARY 13, 2014**

held at  
Regional Planning Commission Meeting Room  
10 Veterans Memorial Boulevard  
New Orleans, Louisiana 70124  
Monday, January 13, 2014  
9:00 a.m.

**CALL TO ORDER**

Board Chairman Walter Leger called the January 13, 2014, meeting of the Board of Directors (Board) of the Road Home Corporation (LLT) to order at 9:15 a.m. After the Pledge of Allegiance was recited, Board Secretary Rachel Monjure called the roll with the following results:

Present:	Walter Leger, Jr.	Absent: Daryl Burckel
	Kathy Laborde	
	Rebecca Shirley	
	Wesley Wyman	

Ms. Monjure announced that members of the board in attendance formed a quorum.

**APPROVAL OF MINUTES OF OCTOBER 14, 2013**

Mr. Wyman moved to approve the October 14, 2013, board meeting minutes. Member Ms. Laborde seconded the motion. The motion passed without objection.

**EXECUTIVE DIRECTOR REPORT**

LLT Executive Director, Mr. Michael Taylor, stated that he did not have an individual report to present but would comment on items throughout the agenda.

## **FINANCIAL REPORT**

Mr. Eddie Legnon, LLT CFO, noted before his presentation that the budget approved June 2013 included funds to handle receipt of around 750 Option 1 properties and demolish around 600 of those Option 1's and transferring them out with work going through 2015. At this time, LLT has received very few Option 1s from the State. Mr. Legnon continued his report by reviewing the financial report as of November 30, 2013, included in the written report provided to board members.

Mr. Legnon noted that LLT is operating from three separate funding sources. The main source of funding is the Housing Program. LLT is under budget in this program and will be ready to accept the Option 1's when they ready. The second source is the Local Government Infrastructure Program, referred to as the non-LLT funds; these are being used for the 4300 Sullen Place (Southwood Patio Homes) demolition and non-LLT slabs. The final funding source is the Neighborhood Stabilization Program (NSP). The Louisiana Housing Corporation (LHC) gave LLT funds to rehabilitate properties in the LLT inventory. LLT's NSP effort ended with \$148,000 remaining with LHC.

Mr. Taylor noted that LLT has received another clean audit from the Louisiana Legislative Auditors.

Ms. Laborde moved that the Board accept the Financial Report as presented by Mr. Legnon. Ms. Shirley seconded the motion. The motion passed without objection.

## **SOUTHWOOD PATIO HOMES PROJECT UPDATE (4300 SULLEN PLACE)**

Mr. Taylor reminded the Board that LLT was approached by the City of New Orleans months prior to assist with the demolition of a 132 multi-unit structure in the Algiers area. A groundbreaking for the project was held and was attended by LLT Board members, New Orleans Mayor Mitch Landrieu, Councilmember Kristin Palmer, and other dignitaries. Mr. Taylor showed before and after pictures from the demolition. This project will be greatly beneficial to the neighborhood and city. LLT is proud to have been part of such an innovative use of its resources.

## **2014 BOARD MEETING SCHEDULE**

Mr. Taylor noted that the schedule will remain the same as before with meetings held on the second Monday of each month.

Mr. Wyman moved to approve the following 2014 meeting schedule. Ms. Shirley seconded the motion, which passed unanimously.

<b>Date</b>	<b>Location</b>
January 13, 2014	Regional Planning Commission, New Orleans
February 10, 2014	Regional Planning Commission, New Orleans
March 10, 2014	LHFA/LHC Meeting Room, Baton Rouge
April 14, 2014	LHFA/LHC Meeting Room, Baton Rouge
May 12, 2014	LHFA/LHC Meeting Room, Baton Rouge
June 9, 2014	Regional Planning Commission, New Orleans
July 14, 2014	Regional Planning Commission, New Orleans
August 11, 2014	Regional Planning Commission, New Orleans
September 8, 2014	Regional Planning Commission, New Orleans
October 13, 2014	Regional Planning Commission, New Orleans
November 10, 2014	Regional Planning Commission, New Orleans
December 8, 2014	Regional Planning Commission, New Orleans

**NOTE:** Dates and locations are subject to change as needed, subject to board approval and availability.

**PROPERTY TRANSFER UPDATE**

LLT Property Manager and Development Director, Daniela Rivero Bryant, reviewed the property transfer report included in the board binder back up materials. She noted that there are around 50 properties remaining in Orleans Parish. LLT has 271 properties in St. Bernard Parish remaining in LLT inventory. LLT is preparing to transfer 168 of those to St. Bernard in the next few weeks and 79 have been sold through the St. Bernard developer program. LLT is working with the title vendor to clear the title issues on many properties.

**MULTIUNIT REHAB PROJECT (NSP1) REPORT**

Ms. Bryant reported that LLT redeveloped seven properties, five of which were multi-family settings. Three of the five are in a gated community in New Orleans East and another one is also in New Orleans East. One is under contract for purchase. The purchasing process is very complex and at the expense of the buyer.

**TRULA THORNTON HOME RECONSTRUCTION PROJECT REPORT**

Ms. Bryant reminded the Board that Ms. Trula Thornton is the Vermillion Parish resident

whose proposed replacement property was transferred to LLT in the Road Home Program transaction when the legal description for the replacement property was mistakenly confused with the legal description for her damaged residence. Hurricane Gustav severely damaged the replacement house she was rebuilding while she was undergoing a kidney transplant. The parish called LLT and told LLT the property needed to be demolished, and LLT accommodated that request, only to find out later that the legal description in LLT's conveyance was not correct. After extended consideration of the options available to return a home to Ms. Thornton, OCD decided to fund LLT with a grant under the state's Faith-Based Program to build her a new house on Ms. Thornton's replacement property. Ms. Bryant showed the Board preliminary drawings of the home. It is going to be a two-story, three bedroom home with an ADA bedroom on the first floor. Ms. Thornton has approved the drawings. LLT hopes to begin construction on the home in February 2014.

#### **NON-LLT DEMOLITION PROGRAM REPORT**

Mr. Taylor reported that the bulk of this work has been done on the Sullen Place project. Once that project is complete, LLT will assess the funds remaining for non-LLT demolitions and work with the City of New Orleans on additional projects.

#### **CDM SMITH PROGRAM MANAGEMENT CONTRACT, RESOLUTION TO EXTEND**

Mr. Taylor noted that the existing contract with CDM Smith expires February 28, 2014. The utilization rate of the contract is very low. Mr. Taylor asked for authorization to extend the contract on an as-needed basis through December 31, 2014, without increasing the cost of the contract.

Mr. Wyman moved to approve the following resolution authorizing the extension of the CDM Smith contract to December 31, 2014, with the approval of the Executive Director. Ms. Laborde seconded the motion. The motion passed unanimously.

#### **Resolution Authorizing Extensions of CDM Smith Contract**

**Whereas**, the Louisiana Land Trust (LLT) and CDM Smith, Inc.(CDM) entered a contract on December 22, 2011 to provide program management and oversight of LLT's continuing demolition program and related activities (CDM Contract); and

**Whereas**, on June 18, 2013, this board authorized the Executive Director to extend the term of the CDM Contract through August 30, 2013; and

**Whereas**, on October 13, 2013, this board ratified and authorized extensions of the CDM Contract through February 28, 2014; and

**Whereas**, whereas there remains uncertainty as to the timing of new properties coming into LLT's inventory as a consequence of the state's compliance program for Road Home Option 1 properties, but LLT nonetheless anticipates that new properties will be conveyed to LLT, necessitating ongoing services from CDM; and

**Whereas**, LLT continues to manage demolition projects on non-LLT properties, including the multifamily apartment complex at 4300 Sullen Place in Lower Algiers, New Orleans, which may require additional services under the CDM Contract; and

**Whereas**, the contract extensions contemplated by this resolution can be accomplished without increasing the maximum amount of the CDM Contract;

**Now therefore be it resolved** that the LLT Executive Director is authorized to execute amendments to the CDM Contract extending the contract term in Section 2.1, Term of Contract, as required to meet LLT's need for services, provided that such amendments shall not extend the CDM Contract beyond December 31, 2014 without further authorization from this board. All other terms and conditions of the original Contract shall remain in full force and effect.

**Be it further resolved** that the LLT Executive Director is authorized to execute such additional documents or assurances as necessary to carry out the purposes of this resolution.

## **TITLE CLAIMS REPORT**

Mr. Franckiewicz reported that a full title claims report is included in the board binder back up materials. Mr. Franckiewicz noted that the report includes three fewer properties than the last report. Mr. Franckiewicz expects that the title claims report to continue to decrease in size.

## **AGENDA AMENDMENT (To take agenda items out of order)**

Mr. Wyman moved to amend the agenda to move Item 16, Option 1 Update, ahead of Item 15, Litigation Status Report. Ms. Shirley seconded the motion. The motion passed without objection.

## **OPTION 1 UPDATE**

Mr. Legnon contacted the Office of Community Development (OCD) on the status of the process for the non-compliant Option 1 properties. There were 55,000 compliance letters mailed in August 2013, giving owners until November 25, 2013, to respond. Forty-eight percent of the homeowners responded to the letter. Of those 26,000 who responded, 5,148 are becoming compliant, 515 are in the unmet needs scenario and 40 have opted to switch to an Option 2 or 3. Mr. Legnon asked about the status of the other 21,000 respondents, and is awaiting information from OCD about that group.

## **LITIGATION STATUS REPORT**

Mr. Franckiewicz directed the Board to review the full report included in the board binder back up materials. The report highlights changes in litigation status.

Mr. Wyman motioned to enter into Executive Session to discuss *Insulation Technology, Inc. versus Road Home Corporation*, No. 569-283(E), 19<sup>th</sup> Judicial District Court, East Baton Rouge Parish. Ms. Laborde seconded the motion. The motion passed without objection.

The Board entered Executive Session at 10:55 a.m.

Mr. Wyman motioned that the Board move out of Executive Session. Ms. Laborde seconded the motion. The motion passed without objection.

The Board returned from Executive Session at 11:10 a.m. Chairman Leger noted that no vote was taken nor was a decision made during the Executive Session.

## **PUBLIC COMMENT**

Mr. Roland Kimbrough with Task Force, LLC addressed the Board. He indicated that Task Force, LLC, was committed to assisting LLT as long as needed. He noted that Task Force, LLC has software available that would aid parishes in assessing the data related to

