

*For approval by LLT board on September 10, 2013*

**ROAD HOME CORPORATION, DBA LOUISIANA LAND TRUST  
BOARD OF DIRECTORS MEETING  
MINUTES OF JUNE 18, 2013**

held at  
Regional Planning Commission Meeting Room  
10 Veterans Memorial Boulevard  
New Orleans, Louisiana 70124  
Monday, June 18, 2013  
9:00 a.m.

**CALL TO ORDER**

Board Chairman Walter Leger called the June 18, 2013, meeting of the Board of Directors (Board) of the Road Home Corporation (LLT) to order at 9:08 a.m. After the Pledge of Allegiance was recited, Board Secretary Sara Kleinpeter called the roll with the following results:

Present:	Walter Leger, Jr.	Alvin Guillory
	Kathy Laborde	Ellen Lee
	Rebecca Shirley	Wesley Wyman

Absent: Daryl Burckel

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

Board Chairman, Walter Leger, Jr., welcomed the board and audience. He announced that member Ellen Lee tendered her letter of resignation from the Louisiana Land Trust Board due to commitments and responsibilities related to her job. The Governor's Office of Boards and Commissions has acknowledged receipt of her resignation and is working to fill the vacancy.

**APPROVAL OF MINUTES**

Member Mr. Wesley Wyman moved to approve the April 12, 2013, board meeting minutes. Member Mr. Alvin Guillory seconded the motion. The motion passed without objection.

**FINANCIAL REPORT AND  
CONSIDERATION OF THE FISCAL YEAR 2014 BUDGET**

Mr. Eddie Legnon, LLT CFO, reminded the board that LLT operates on the same fiscal year as the State of Louisiana. The fiscal year runs from July 1 to June 30; this fiscal year will end on June 30, 2013.

Mr. Legnon reviewed the 2012-2013 budget status and history, included in the written report provided to board members. He began a discussion on the proposed 2013-2014 fiscal year budget, noting that the budget is strongly based on assumptions related to Option 1 non-compliant properties that may later come into LLT’s inventory after converting to Option 2 or 3. The proposed 2014 budget was included in the written report provided to board members.

As part of the budget discussion, Mr. Legnon presented an overview of LLT’s program allocations over the course of LLT’s history in the following series of charts showing the cumulative status of LLT’s funding and expenditures broken down by major funding programs, categories, and amendments to LLT’s cooperative endeavor agreement with OCD.

Housing Programs			
Reporting Period	Expensed	Cumulative	Remaining Allocation
			\$ 195,000,000
Amendment 1			\$ 21,000,000
Amendment 3			\$ 20,000,000
<b>Total</b>			\$ 236,000,000
30-Jun-07	\$ 608,894	\$ 608,894	\$ 235,391,106
30-Jun-08	\$ 15,278,696	\$ 15,887,590	\$ 220,112,410
30-Jun-09	\$ 38,793,928	\$ 54,681,518	\$ 181,318,482
30-Jun-10	\$ 78,979,701	\$ 133,661,219	\$ 102,338,781
30-Jun-11	\$ 52,108,390	\$ 185,769,609	\$ 50,230,391
30-Jun-12	\$ 22,495,850	\$ 208,265,459	\$ 27,734,541
31-May-13	\$ 9,115,622	\$ 217,381,081	\$ 18,618,919
6/30/2013 Est	\$ 1,000,000	\$ 218,381,081	\$ 17,618,919
June 30, 2014 Budget	\$ 11,607,701	\$ 228,988,782	\$ 7,011,218
June 30, 2015 Budget	\$ 7,011,218	\$ 236,000,000	\$ -

Local Government Infrastructure Program (Admenment #2)			
Reporting Period	Expensed	Cumulative	Remaining Allocation
12-May-11			\$ 10,000,000
30-Jun-11	\$ 4,065	\$ 4,065	\$ 9,995,935
30-Jun-12	\$ 7,669,868	\$ 7,673,933	\$ 2,326,067
31-May-13	\$ 1,030,517	\$ 8,704,450	\$ 1,295,550
6/30/2013 Est	\$ 200,000	\$ 8,904,450	\$ 1,095,550
June 30, 2014 Budget	\$ 1,095,550	\$ 10,000,000	\$ 0

NSP Program			
Reporting Period	Budgeted	Cumulative	Remaining Allocation
13-Jun-12			\$ 891,000
30-Jun-12	\$ -	\$ -	\$ 891,000
31-May-13	\$ 719,409	\$ 719,409	\$ 171,591
6/30/2013 Est	\$ 25,000	\$ 744,409	\$ 146,591
June 30, 2014 Budget	\$ 146,591	\$ 891,000	\$ -

NRPP Program			
Reporting Period	Budgeted	Cumulative	Remaining Allocation
			\$ 750,000
June 30, 2014 Budget	\$ 750,000	\$ 750,000	\$ -

Mr. Wyman moved to approve the financial report and the proposed 2013-2014 budget, shown below:

	<b>Total</b>
Total Administrative Cost	1,900,071
LLT Property Portfolio Exp.	
Liability Insurance	120,000
Demolitions	
Demo Management	2,280,000
Environmental	150,000
Permitting	84,000
Utility Disconnects	180,000
LDEQ	90,000
Demo Contracts	4,728,000
Total Demolitions	7,512,000
30 Year Search	
Total Closing Fees	1,214,813
Maintenance	444,318
Total LLT Property Portfolio Exp.	9,291,130
Total Professional Services	416,500
<b>Total Expense</b>	<b>11,607,701</b>
<b>Total Non-LLT Expense</b>	<b>1,095,550</b>
<b>Total NSP Expense</b>	<b>146,591</b>
<b>Total NRPP Expense</b>	<b>749,300</b>

Ms. Rebecca Shirley seconded the motion. The motion passed without objection.

**RESOLUTION AUTHORIZING  
CLOSEOUT EXTENSION OF CDM CONTRACT**

LLT Executive Director Michael Taylor reported that the CDM contract expires at the end of June 2013. LLT proposes an extension of contract for one month, ending August 30, 2013, to continue doing closeout work for the contract. Mr. Franckiewicz noted that there is no cost extension because the contract has value remaining.

Mr. Wyman moved to approve the following resolution:

**Resolution Authorizing LLT Executive Director to  
Execute Amendment to  
CDM Smith Contract for Closeout Extension**

**Whereas**, the Louisiana Land Trust (LLT) and CDM Smith, Inc. 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**, the current term of the CDM Contract ends June 30, 2013; and

**Whereas**, the services authorized under the CDM Contract are winding up as work on LLT's inventory and on its non-LLT property activities is being completed; and

**Whereas**, the CDM Contract includes closeout provisions important to LLT's operations, including the transfer to LLT of reports, documents, materials, and electronic data; and

**Whereas**, closeout activities are underway, but in the event that such activities are not completed by June 30, 2013, it is prudent to provide for a limited extension of the CDM Contract for the orderly completion of services and the transfer of reports, documents, materials, and electronic data.

**Now therefore be it resolved** that the LLT Executive Director is authorized to execute an amendment to the CDM Contract to extend the contract term in Section 2.1, Term of Contract, as he deems necessary for the purpose of winding up ongoing services under the contract and transferring reports, documents, materials, and electronic data to LLT, provided that any extension shall not go beyond August 30, 2013. 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.

Ms. Kathy Laborde seconded the motion, which passed unanimously.

**RESOLUTION AUTHORIZING YEAR 3  
COOPERATIVE ENDEAVOR AGREEMENT WITH  
THE CITY OF NEW ORLEANS, NORA, and OCD**

LLT General Counsel, Mr. Victor Franckiewicz explained that CEA is a third year version of the CEA dealing with Program Income between LLT and the City of New Orleans. The current agreement ends September 30, 2013.

Mr. Alvin Guillory moved to approve the following resolution:

**Resolution Authorizing Executive Director to  
Execute a Third Year Cooperative Endeavor Agreement with the Office of  
Community Development, the City of New Orleans and  
the New Orleans Redevelopment Authority for Property Disposition and  
Program Income**

**Whereas**, the Louisiana Land Trust (LLT), the Louisiana Office of Community Development (OCD), the City of New Orleans, and the New Orleans Redevelopment Authority (NORA) entered into a Cooperative Endeavor Agreement (CEA) governing LLT property disposition and program income for the period October 1, 2011 through September 30, 2012 (CFMS #714456); and a substantively similar second-year CEA for the period October 1, 2012 through September 30, 2013 (CDMS #718929)

**Whereas**, the current CEA will expire shortly, and the parties thereto desire to adopt a follow-on CEA to govern property disposition and program income for a third year; and

**Whereas**, the parties to the CEA are developing an agreement for the third year, modified as appropriate based on experience gained during the first two years of the CEA to account for the limited number of properties remaining in LLT's New Orleans inventory, and to accommodate changes in disaster recovery programs as they evolve in response to current needs.

**Now therefore be it resolved** that on behalf of the Louisiana Land Trust, the Executive Director is authorized to execute a CEA for property disposition and

program income in New Orleans for a third year, with terms substantially similar to the current CEA, but revised as appropriate in the discretion of the Executive Director in light of experience gained during the first two years of the CEA, to account for the limited number of properties remaining in LLT's New Orleans inventory, and to accommodate changes in disaster recovery programs as they evolve in response to current needs.

**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.

Mr. Wyman seconded the motion. The motion passed without objection.

### **REPORT ON ROAD HOME PROGRAM OPTION 1 CHANGES (UNMET NEEDS AND COMPLIANCE)**

Mr. Franckiewicz reported that OCD issued three short action plan amendments designed to facilitate the funds for unmet needs of people trying to get back into their homes and those non-compliant in rebuilding. The amendments to the action plans are out for review and comment and the formal approval process by HUD.

Chairman Leger also reported that the Governor's Chief of Staff, Paul Rainwater, indicated that the Governor's Office is attempting to work with HUD to do what needs to be done to get a program in effect to convert from Option 1 to Option 2 and send them to LLT.

Chairman Leger noted for the record that he would like to request that Pat Forbes, Executive Director of OCD, be invited to the next LLT board meeting to specifically report on the issue of Option 1 to Option 2 conversion and the plan to include LLT.

OCD representative, Rosalind Peychaud, stated that OCD is absolutely committed to helping people get back into their homes as a priority.

### **NON-LLT PROPERTY DEMOLITION FUNDING UTILIZATION OF REMAINING FUNDS**

Mr. Taylor reminded the board that the Non-LLT demolition funding was originally provided for St. Bernard Parish, then an available balance was allocated for New Orleans work. Orleans Parish ran into obstacles with getting LLT ran into obstacles with using the money in New Orleans, and significant funding remains available for use in New Orleans. LLT is working with the city to use those funds to take down a blighted multifamily apartment complex using substantially all of the remaining funds. Mr. Taylor will report on this issue as it develops.

## **LLT MINERAL RIGHTS LEASING**

Mr. Franckiewicz reported that LLT has seen a slight increase in drilling companies requesting the mineral rights to LLT properties. At the decision of the State of Louisiana, LLT retained the mineral rights during transfers. Not all LLT properties have mineral rights because the original owners retained them when transferring to the Road Home Program. Mr. Franckiewicz stated that LLT will work with OCD to develop a standard to the handling of these requests.

## **MULTIUNIT NSP1 UPDATE AND MARKETING EFFORT**

LLT Property Manager and Development Director, Daniela Rivero Bryant, stated that LLT has seven units ready for sale. After discussions with Louisiana Housing Corporation (LHC) on the use of a realtor, LLT issued a solicitation for offer for real estate services. The realtor Blue Print Global Realty was chosen to handle the marketing and sale of the units.

## **REQUEST FOR REHAB/REBUILD ASSISTANCE FROM OCD AND LHC**

Mr. Taylor reported that LLT is in conversations with LHC to discuss the use of funds in the National Rebuilding Pilot Program (NRPP) to aid grantees in rebuilding. OCD is participating in the discussion to assure that the LLT charter is within its bounds.

## **PROPERTY TRANSFER UPDATE**

Ms. Rivero Bryant reviewed the report included in the board binder back up materials. LLT is nearly disposed on all properties. Additional properties continue to transfer out of LLT's inventory. There are very few properties remaining in the outlying parishes throughout the state.

St. Bernard Parish Council passed a resolution for LLT to transfer all of the properties in the LLT inventory by the end of July, with the exception of 128 properties St. Bernard hopes to package together for development. Transfers will happen in batches of 200-250 per week. Mr. Franckiewicz noted that the request for the hold on the 128 properties is pending approval by OCD.

## **TITLE CLAIMS REPORT**

Mr. Franckiewicz reported that a full title claims report is included in the board binder back up materials. Mr. Franckiewicz expects that the stable title claims report will remain stable and slowly begin to decline.

## **LITIGATION STATUS REPORT**

Mr. Franckiewicz directed the Board to review the full report included in the board binder back up materials. In the Insulation Technologies Case, a summary judgment was found in their favor. The claim to be paid for multiple layers, rather than on a per square foot layer is still set to be litigated in December.

LLT is not in litigation with SRS, but Mr. Franckiewicz and SRS's attorney, Lynn Luker, are working to keep it out of litigation. Ms. Luker stated for the record that there are funds that need to be recovered by SRS, and if not resolved, they will bring the matter to the next level of litigation.

Mr. Franckiewicz pointed out two new lawsuits: Pontchartrain Park Development Corporation and NOLA Capital Group.

Ms. Shirley moved that the LLT Board enter into Executive Session to discuss the litigation matters listed on the agenda. Mr. Wyman seconded the motion which passed unanimously. The LLT board entered executive session without objection. Following discussion during executive session, Ms. Laborde moved to enter back into regular session. Ms. Shirley seconded the motion. Mr. Leger reported there is no motion as a result of the executive session discussion.

## **EXECUTIVE DIRECTOR'S REPORT**

Mr. Taylor mentioned his challenge remains trying to manage LLT during this slow period, especially related to staffing. Mr. Taylor announced that his Executive Assistant and Board Secretary, Sara Landreneau Kleinpeter, will be resigning from LLT to take the position of Coordinator of Board Services with the Louisiana Community and Technical College System. Mr. Taylor mentioned that LLT may continue to work with Ms. Kleinpeter on a contractual basis as needed. Chairman Leger thanked Ms. Kleinpeter for her time at LLT.

Chairman Leger also thanked Ms. Ellen Lee for her time serving on the LLT Board. Mr. Leger also thanked the entire Board for the hard work that has been done. Mr. Leger believes that the reason LLT is not discussed in the news media is that LLT and the Board are conducting business correctly.

Ms. Lee addressed the Board stating that her other professional duties no longer allow her to give LLT the attention it deserves. Ms. Lee thanked everyone for the opportunity to work with LLT and complimented both the LLT staff and Board.

Mr. Guillory stated that he suffered a stroke on April 19, 2013, and is doing well. He announced that for health reasons, he decided to resign from his post with the Board and will submit a resignation via letter prior to the next LLT Board meeting. Chairman Leger thanked Mr. Guillory for his service, noting that it required an extra measure of dedication to participate in because of the extra travel involved from the Lake Charles area.

## **ADJOURNMENT**

Ms. Lee moved to adjourn the meeting; Mr. Guillory seconded the motion. Without objection from the Board, Chairman Leger adjourned the meeting at 10:35 am.

## **CERTIFICATION**

I certify that the foregoing are the minutes of the June 18, 2013 meeting of the Road Home Corporation Board of Directors, and that these minutes were approved by the board on the 10<sup>th</sup> day of September, 2013.

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Sara Landreneau Kleinpeter  
Secretary to the Board of Directors

Date

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