

MINUTES OF A REGULAR MEETING OF
THE HOUSING AUTHORITY OF THE CITY OF RALEIGH
BOARD OF COMMISSIONERS
JANUARY 26, 2023

The members of the Board of Commissioners of the Housing Authority of the City of Raleigh, North Carolina met at 900 Haynes Street and via Zoom on Thursday, January 26, 2023 at 5:00 p.m.

The Board Vice Chair called the meeting to order and upon roll call the following were present and absent:

Present: Eric Braun, Valerie Crutchfield, Niya Fonville-Swint, Arne Morris (left early), Bahati Mutisya, Gregg Warren, Joe Whitehouse, Yolanda Winstead.

Absent: Susan Ellinger

Visitors: Charles Francis, Francis Law Firm, PLLC; Whitney Mitchell, Francis Law Firm, PLLC; Kristin Kirby, McGuireWoods, LLP; Landon Cox, LDG Development; Stormie Forte, Raleigh City Council; Public: Jacqueline Williams, Glenwood Towers resident.

RHA Staff: Sonia Anderson, Priscilla Batts, Suzy Bryan, Liz Edgerton, Laura McCann, Jennifer Morgan, Tanya Orr, Donna Perez, Jason Schloop, Gwen Wall.

The Board Vice Chair declared a quorum present and welcomed everyone to the meeting.

(Commissioner Braun ran the meeting because Commissioner Morris was attending the meeting via cell phone.)

PUBLIC COMMENTS

There were no public comments this evening.

EXECUTIVE SESSION TO DISCUSS PERSONNEL MATTER

Commissioner Braun moved and Commissioner Whitehouse seconded approval to go into Executive Session to discuss a real estate matter.

Aye: Eric Braun, Valerie Crutchfield, Niya Fonville-Swint, Arne Morris, Bahati Mutisya, Gregg Warren, Joe Whitehouse, Yolanda Winstead.

Nay: None

The Board went into Executive Session at 5:05 pm.

The regular meeting reconvened at 5:25 pm.

TRANSITION COMMITTEE REPORT

Commissioner Braun said I want to thank the committee – Susan Ellinger, Niya Fonville-Swint, Yolanda Winstead – as well as Charles Francis – who has been very involved in the CEO search with us over this eight month period. As we all said in the beginning, we were going to take our time to be deliberative about this. Our first step was to retain an executive recruiting service and we chose Simone and her team at Gans and Gans. They interviewed community members and residents of our various properties, along with community stakeholders, to get a sense of what the community was looking for in its future leader. We used that information to generate a profile of the candidates we would like to see. Simone and her team then generated an outstanding pool of candidates from across the country.

The transition committee made some preliminary reviews of professional qualifications. We interviewed a good number of people and made recommendations to the full Board for the finalists. The Board conducted extensive interviews with the finalists and we are happy today to announce that we have chosen Ashley Lommers-Johnson for the position of Chief Executive Officer.

Mr. Lommers-Johnson would have liked to be here tonight. He is from Everett, Washington, and he's still employed there, pending his notice period and approval of our contract tonight.

I want to take a couple of minutes to talk about his background and qualifications. He comes to RHA after serving over ten years as the Executive Director of the Housing Authority of the City of Everett, Washington. Before Everett, he served approximately seven years as the Associate Deputy Executive Director for Housing Operations with the Housing Authority of Baltimore City. Prior to that, he spent time with King County in the Seattle Housing Authority.

His strategic focus helped him become a leader in affordable housing preservation, acquisition, repositioning, and development, which were all key focus areas of our search and profile. His efforts have been crucial to preserving naturally occurring affordable housing and communities as he served. Under his leadership, his team in Everett created a Master Plan to redevelop a 12-acre site into a mixed use, mixed income community at an eventual development cost of almost \$750 million.

Mr. Lommers-Johnson was also instrumental in assisting the Everett Housing Authority in achieving an A+ credit rating. This led to a successful bond sale of \$124 million to provide permanent financing for a large market rate affordable housing community. In addition to creating and developing the housing authority's internal capacity to increase affordable housing, he has been committed to working with nonprofit partners to support and expand their affordable housing portfolios. Everett's largest nonprofit housing developer, Housing Hope, just recognized Mr. Lommers-Johnson in 2021 as its Partner of the Year, and he is looking forward to forging similar partnerships for housing that's affordable for families across our range of incomes.

Mr. Lommers-Johnson is a strong proponent of robust training, professional development, and opportunity for meaningful work as essential ingredients to long-term personal and

organizational growth. He is confident that RHA will become a magnet for talented professionals who want to make a difference.

Mr. Lommers-Johnson grew up in Cape Town, South Africa, where he received a Bachelor of Arts degree from the University of Cape Town. He also holds a master's degree in linguistics from Northwestern University, and a Master's of Public Administration from the University of Washington's Evans School of Public Affairs. I think you can tell that he is well-qualified, particularly in the areas that we want to focus on for the community.

We are excited to say that his first day will be April 17. In the meantime, we will try to arrange a meeting in February for him to visit the community and meet with housing authority staff and possibly community leaders before he starts. Thank you to the committee and to the Board for all of your hard work and effort.

I can't thank Mrs. Edgerton enough for her time leading the agency during this transition. It's been a pleasure to work with you throughout this whole process. I would like to thank Commissioner Morris and Charles Francis for their leadership as well.

Commissioner Braun asked for a motion to approve the proposed employment agreement with Ashley Lommers-Johnson.

Commissioner Whitehouse moved and Commissioner Fonville-Swint seconded approval of the employment agreement with Ashley Lommers-Johnson. A vote being called, the ayes and nays were as follows:

Aye: Eric Braun, Valerie Crutchfield, Niya Fonville-Swint, Arne Morris, Bahati Mutisya, Gregg Warren, Joe Whitehouse, Yolanda Winstead.

Nay: none

The employment agreement for Ashley Lommers-Johnson has been approved.

Commissioner Braun said another item that I would like to discuss is the onboarding process. I think it makes sense for staff to coordinate that, but I think we should have a couple of Commissioners involved with that to coordinate communication with Mr. Lommers-Johnson during this transition period. We need to find out how much he wants to hear from us since he is still employed by his current employer. We also want to make sure that we're having consistent communication with him.

Commissioner Braun said I think it makes sense to have somebody from the Transition Committee as part of that group. I don't know if somebody from that group wants to be part of this onboarding process – we can talk about it at a later date. I think we need a small group that coordinates this onboarding process with Mrs. Edgerton and Mr. Lommers-Johnson. If anybody has suggestions about that, please feel free to share it with the Board.

Commissioner Winstead asked if Commissioner Braun is talking about the transition before he comes to Raleigh, or about once he is here.

Commissioner Braun said before he comes to Raleigh.

Commissioner Winstead asked if we should set up some regular recurring meetings with him so that we stay in touch.

Commissioner Braun said yes. I think that we ought to designate two Commissioners that will either communicate through Mrs. Edgerton or themselves. Essentially, we don't need each Commissioner reaching out to Mr. Lommers-Johnson.

Commissioner Winstead suggested asking him how he would like us to handle it.

Commissioner Braun said I have already communicated about some specific issues. I will contact him and ask what kind of protocol he would like it to be.

Commissioner Warren said I like the idea of having it all come from Mrs. Edgerton – or at least one person rather than Commissioners passing information along. I think could be more helpful for him.

Commissioner Whitehouse said I think the single point of contact is a good idea.

Commissioner Warren said we had dinner with Mr. Lommers-Johnson and his wife when he was in town, and he has researched a fair amount into RHA (through the archives online). He asked questions about the minutes and he reached out to Commissioner Warren about two parcels next to one of our properties. He wanted to talk about possible opportunities with those. He is engaged and excited to be here.

Commissioner Braun commended Mrs. Edgerton for doing a good job and keeping the ship going in the right direction. The Board couldn't be more pleased with your performance.

Stormie Forte, City of Raleigh Liaison

Commissioner Braun said we are glad to have Stormie Forte as a city liaison. RHA has not had a Council liaison for a few years so we are looking forward to having you here.

The Board and RHA staff introduced themselves to Stormie Forte:

Eric Braun:

- Vice Chair of RHA.
- Appointed to RHA Board 8/3/19.

Gregg Warren:

- Appointed to RHA Board 5/1/19.
- Former President of DHIC (34 years).

Yolanda Winstead:

- Current President of DHIC.
- Appointed to RHA Board 3/13/20.

Liz Edgerton:

- Serving as the interim Executive Director until April 17th.

Valerie Crutchfield:

- Appointed to RHA Board 6/7/22.
- Resident of Glenwood Towers.

Joe Whitehouse:

- Appointed to RHA Board 1/12/21.

Niya Fonville-Swint:

- Appointed to RHA Board 8/17/20.

Gwen Wall:

- Administrative Assistant to the Executive Director.

Bahati Mutisya:

- Appointed to RHA Board 8/22/19.
- Raleigh attorney.

Jennifer Morgan:

- Special Assistant/Financial.

Sonia Anderson:

- Director of Housing Management.
- Employed with RHA for 30 years.

Laura McCann

- Special Assistant/Policy & Programs
- Employed with RHA over ten years.

Jason Schloop:

- Director of Maintenance.
- Employed with RHA one year.

Suzy Brian:

- Assistant Director of Administration-Finance.
- Employed with RHA for 12 years.

Shannon Bowen:

- HR Manager.

- Employed with RHA for 15 years.

Priscilla Batts:

- Direction of Leased Housing (Housing Choice Voucher program).
- Employed with RHA for 16 years.

Donna Perez:

- Director of Contract Services.
- Employed with RHA 4 years.

Stormie Forte serves on the Raleigh City Council at large and has been tapped to lead the city's Homelessness Task Force and Affordable Housing Initiatives.

RECOGNITION OF VISITORS

Mrs. Edgerton welcomed all of the visitors to the meeting.

CONSENT AGENDA

All items on the Consent Agenda are considered to be routine and may be enacted by one motion and second. If a Commissioner requests that an item be removed from the Consent Agenda it will be done and considered as a separate item. The vote will be a roll call vote.

Item 1

Charge-off of delinquent resident accounts for November 2022

Charge-off of delinquent resident accounts for December 2022

Item 2

Financial Statements for December 2022

Item 3

Vacancy and Turnover Summary for November 2022

Vacancy and Turnover Summary for December 2022

Item 4

Minutes of December 1, 2022 regular meeting

Minutes of December 12, 2022 special meeting

Commissioner Braun moved and Commissioner Fonville-Swint seconded approval of the Consent Agenda.

A vote being called, the ayes and nays were as follows:

Aye: Eric Braun, Valerie Crutchfield, Niya Fonville-Swint, Bahati Mutisya, Gregg Warren, Joe Whitehouse, Yolanda Winstead.

Nay: None

The Consent Agenda has been adopted.

REPORT OF THE BOARD SECRETARY

Leased Housing Updates

- Flyer for incentivizing – doing final reviews and performing a financial analysis to see how it will impact the budget. Staff will bring it to the February meeting.
- Emergency Housing Voucher audit was performed from HUD. There were no findings.

Maintenance Department Updates

- We signed up to take part in NSPIRE – a voluntary demonstration program with HUD. This will be their new standard for inspections.
- How it works:
 - The units will count 50% of the score, which is higher than they currently do with REAC inspections.
 - They will be looking at our annual inspections to ensure we are doing them and generating work orders.
 - They are going to focus more on health and safety items instead of cosmetic items.
- As part of the demonstration, HUD will inspect and the score will not count against us, it will be advisory to let us know where we need to improve.
- To date we have had eight NSPIRE inspections. HUD is trying to complete the inspections as they plan to begin using NSPIRE in 2024. They have scheduled the remaining seven inspections to be held over a 9-day period beginning Friday, February 24th through Wednesday, March 8th.
- We have made positive progress in hiring staff in our maintenance department. We have gone from 37% vacant positions to 25% from the end of October until now. As an agency, we have decreased our vacant position from 29% to 22%.

IT Updates

- **Network Contractor Update**
 - The switches that were on backorder have been received. We are scheduling the contractor to come on a Friday to upgrade the network with these switches. This will give us additional functionality for voice over IP to separate the staff data from the guest Wi-Fi access.
- **Office 365**
 - Getting quotes from vendors to help us migrate to office 365.
 - Needed in order to use scanning feature in Yardi.
 - Will allow us to move email in the cloud.
 - Advantages:
 - Accessed remotely because in the cloud.
 - Boosts productivity with team collaboration on projects; allows us to share calendars.

- Advanced security.
 - Only downside is always need internet connection.
 - Received one quote and working to get two other quotes
- **Glenwood key scan system**
 - Getting quotes to upgrade.
 - 10-12 years since last upgraded.
 - Current system is outdated and can't work on newer computers.

Contract Services Update

- First round of testing and troubleshooting of the new fire alarm system at Carriage House was completed in November 2022. The City of Raleigh Fire Marshall instructed RHA to begin using the new system and test with the BDA after their preliminary inspection in November, with additional instruction to demolish the old system before final testing and inspection. Demolition of the old system was completed by mid-December. The BDA system was tested and troubleshooting was completed by January 20, 2023. Final inspections of the Fire Alarm and BDA systems have been scheduled for Monday January 30, 2023 with staff to escort into all residential units.
- Mechanical Venting Revisions to 100 units at Terrace Park, Berkshire Village, Valleybrook and Meadow Ridge will be completed by January 31, 2023.
- Contract Services staff completed re-striping of the Heritage Park parking lots. Contract terms are being finalized for spring 2023 for sealcoating and restriping at The Oaks, Stonecrest and Carriage House. Staff will coordinate with Housing Management staff to ensure the residents are prepared and they move their vehicles according to the contractor's schedule.
- Staff is planning for repainting doors and shutters at The Oaks and Stonecrest. Contract terms are being finalized for spring 2023 completion.
- (6) Benches were installed in the common areas of Walnut Terrace, and a picnic table was added to the common area of Capital Park. Staff is evaluating Stonecrest and Chavis Heights for bench and picnic table additions.

Commissioner Braun asked if there has been any feedback from residents about the property additions.

Mrs. Perez said when the benches were being installed she was approached by residents who were very happy about it. They said it created a homier, family atmosphere.

- Staff is evaluating Kentwood for the addition of exhaust fan upgrades and additions to the attic/dormer areas.

PHADA Commissioners' Conference

- Held Jan 8-11.
- Approximately 700 attendees.
- Attended by Jason Schloop and myself.
- Ran several concurrent sessions on Monday & Tuesday with group sessions on Wednesday.

- Some of the sessions included:
 - Recruitment for a new generation
 - Discussed the importance of communications including social media, i.e. LinkedIn, Facebook, Instagram as strategies for recruitment.
 - Sessions about strategies for employee turnover.
 - RAD after converting.
 - Energy Efficiency.
 - Financial sessions on using HUD tools, etc.
 - Cybersecurity
 - Round table discussions for new Executive Directors.
 - Commissioner Sessions.

Commissioner Braun suggested staff track the next Commissioners Conference and consider budgeting for one or two Commissioners to attend.

Commissioner Warren mentioned that NAHRO also offers training for Commissioners.

Commissioner Braun suggested staff looks at those two agencies and, depending if there is money in the budget, find out if there is interest with the Board to attend.

REPORT OF THE REPOSITIONING COMMITTEE CHAIR

Commissioner Warren said the Repositioning Committee has not met since November 8th. The committee stepped back once Brinshore and Raleigh Raised were selected as they were soliciting Master Planning firms.

Brinshore is based in Chicago. The committee traveled there to look at their work and were very impressed. They were doing great work with the housing authorities in Chicago and elsewhere. They're active in Virginia right now. Raleigh Raised also offers a great connection to the community.

In November they solicited proposals from four different Master Planning firms. They narrowed that listing down to two. Yesterday I participated in interviews, along with Mrs. Edgerton, on the remaining two firms that were under consideration. Those firms are JDavis, (based in Raleigh), Torti Gallus (not local) with Moseley Architects.

We think both firms are very well qualified to undertake the Master Planning. The selection is going to be Brinshore's. They will recommend their selection to the Board. We have final say and my guess is that whoever is selected, the Board will be pleased.

Brinshore has asked the two teams to specifically prepare a best and final offer due at the end of January. That would include a specific Master Planning scope of work, including steps to be taken, firms and staff assigned, and timing of each step. Secondly, a detailed Master Planning schedule from the initial meeting in February 13th to the completion of the Master Plan by September 2023. They want to move this forward with a quick schedule.

And then finally, they want a detailed price breakdown for the Master Planning Scope of Work broken down by the firms as well as tasks. We had each firm discuss the zoning approach.

Commissioner Braun asked if there was any discussion about the development component.

Commissioner Warren said that did not come up. And I think that's not off the table. I think it will be required.

Commissioner Whitehouse mentioned community engagement.

Commissioner Warren said that is part of this process. Both teams presented their approach for that and we will learn more about it. That was a major emphasis in the conversation – community engagement, reaching out with meetings to all the stakeholders, etc.

Commissioner Warren said the intention is that the Brinshore team, at least some of them, will be in town on February 13th and 14th and they will meet with the Repositioning Committee. EJP is involved in this as well.

Commissioner Warren said the plans for Brinshore being in Raleigh on the 13th and 14th coincides with our new CEO being in town at the same time.

Commissioner Warren said I will suggest some materials for staff to send to Mr. Lommers-Johnson regarding Heritage Park and our preliminary thinking on that.

Commissioner Braun said I am going to reach out to Mr. Lommers-Johnson to find out what his schedule is for the 13th. Maybe we can coordinate that conversation or maybe have a call together just as we start this process.

COMMISSIONERS COMMENTS

Commissioner Warren said I sent out to all the Board an earlier email some time ago about how we can work with the companies who are benefiting from our bonds, to better serve our voucher holders and make sure that the developers are very proactive in approval of voucher holders. It might be useful to have some meetings with those developers. That is something I would like to see staff work with us on.

Commissioner Braun said when those applications come in, maybe you should engage those conversations – the earlier the better.

Commissioner Warren said I think we can specifically tailor in our criteria what we're looking for, and speak to that.

Commissioner Braun asked Commissioner Warren to add that to the Repositioning Committee agenda. I think we need to develop something.

Commissioner Warren said I don't know if that's a Repositioning Committee item.

Commissioner Whitehouse suggested staff take our recommendations and bring something back to the Board at a later date.

Commissioner Warren said we can put it on Mr. Lommers-Johnson's list. I think he's been proactive in trying to educate people to do partnerships with service providers. His utilization of voucher holders was approximately 103%. He is not letting any vouchers go away.

Commissioner Braun asked Mrs. Edgerton start a list of issues for Mr. Lommers-Johnson that we talked about at these meetings. From there we can figure out the right approach to implementing them.

Commissioner Braun said the rezoning for Peacox Market is pending and is coming to the City Council. I met with Jessica early on when she filed it the first time. I haven't had further communications with her. We had an honest and open discussion, and I told her there were concerns about crime at the prior facility. Her intent is to do a community store gathering place. One of the complexities is that there are only so much fine grain tuning you can do in a conditional zoning (what you can sell and what you can't sell). We had expressed concerns in the beginning about the issue of alcohol sales, hours of operation, and things like that. She is aware of it. We've not been engaged in almost a year. I mentioned this in case Board is interested in following that. I don't think there's any action to take other than just I want to make sure the Board is aware of it.

NEW BUSINESS

Mrs. Edgerton said we have Landon Cox with LDG Development joining us tonight. LDG Development is the developer for this project. The initial bond request for The Preserve at Gresham Lake was brought to the Board in December 2021.

This resolution is to amend inducement resolution from \$22 million to \$26 million in multi-family housing revenue bond for the Preserve at Gresham Lake due to an increase in construction costs and interest rates.

The loan from Wake County has increased from \$3 million to \$5.5 million and a loan from the City of Raleigh in the amount of \$5.5 million has been added.

This development consists of 156 units for low income families. They will house families with incomes ranging from 30%-70% Area Median Income or less.

Rents will range from \$530- \$1,843 depending on bedroom size and targeted income.

The total project is approximately \$47,000,000. The bond amount they are requesting is \$26,000,000.

Commissioner Whitehouse asked about the timing of this development.

Mr. Cox said we hope to have building permits for the community in July 2023 and to complete construction July 2025 and reach 100% qualified occupancy by September 2025.

HOUSING AUTHORITY OF THE CITY OF RALEIGH
RESOLUTION NO. 3 (2023)

RESOLUTION AMENDING RESOLUTION GIVING PRELIMINARY APPROVAL TO
ISSUANCE OF MULTIFAMILY HOUSING REVENUE BONDS (THE PRESERVE
AT GRESHAM LAKE)

WHEREAS, on December 2, 2021, the Board of Commissioners of the Housing Authority of the City of Raleigh, North Carolina (the “Authority”) adopted a resolution (the “Preliminary Resolution”) giving preliminary approval to the issuance of the Authority’s multifamily housing revenue bonds in an amount not to exceed \$22,000,000 (the “Bonds”), the proceeds of which would be loaned to Gresham Lake Family LP, a North Carolina limited partnership, or an affiliated or related entity (the “Borrower”), to finance the acquisition, construction and equipping of a multifamily housing development to be known as The Preserve at Gresham Lake, consisting of 156 units located at 3095 Gresham Lake Road in the City of Raleigh, North Carolina (the “Development”); and

WHEREAS, the Authority and the Borrower received an allocation of volume cap under Section 146 of the Internal Revenue Code of 1986, as amended (the “Code”) for the Bonds in the amount of \$20,800,000 from the North Carolina Federal Tax Reform Allocation Committee (“TRAC”), based on the recommendation of the North Carolina Housing Finance Agency (“NCHFA”); and

WHEREAS, the Borrower has determined that the amount of tax-exempt debt to be provided to finance the cost of the Development is more than originally anticipated, and has requested the Authority to amend the Preliminary Resolution to increase the amount of the Bonds to an amount not to exceed \$26,000,000; and

WHEREAS, the Borrower will request the NCHFA and TRAC to increase the amount of volume cap for the Development from \$20,800,000 to up to \$26,000,000;

NOW, THEREFORE, BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE CITY OF RALEIGH, NORTH CAROLINA:

1. The Authority hereby confirms the determination it made in the Preliminary Resolution that the Development will involve the acquisition, construction and equipping of a multifamily housing facility, and that therefore, pursuant to the terms and subject to the conditions hereinafter stated and the Act, the Authority agrees to provide reasonable assistance to the Borrower in issuing bonds to finance the acquisition, construction and equipping of the Development, and, in particular, to undertake the issuance of the Authority’s multifamily housing revenue bonds (the “Bonds”) in an amount now estimated not to exceed Twenty-Six Million Dollars (\$26,000,000) to provide all or part of the cost of the Development.

2. The Authority intends that the adoption of this resolution be considered as an expression of official intent toward the issuance of the Bonds within the meaning of Treasury Regulations Section 1.150-2 promulgated by the Internal Revenue Service pursuant to the Code.
3. All other terms of the Preliminary Resolution remain in full force and effect.
4. This resolution shall take effect immediately.

Commissioner Whitehouse moved and Commissioner Fonville-Swint seconded approval of the foregoing resolution. A vote being called, the ayes and nays were as follows:

Aye: Eric Braun, Valerie Crutchfield, Niya Fonville-Swint, Gregg Warren, Joe Whitehouse, Yolanda Winstead.

Nay: None

Resolution No. 3 (2023) has been adopted.

Mrs. Edgerton said several years ago the Affordable Housing Task Force recommended improvements to the communication between RHA and the City Council. As a result, staff prepares a large portion of the City's section on affordable housing for their comprehensive plan.

Annually, we send a letter to the City Council giving them an update on the agency. This provides a brief overview of the previous year and helps to facilitate open communications with our representatives.

We also invite the City Council to join us on our bus tour of the properties, although this has been paused over the last several years. Our last bus tour with the City Council was in October 2018.

Attached to the resolution is a letter reviewing RHA's year. The letter includes:

- Our 35th consecutive year with no financial audit findings.
- Our 2022 occupancy rate of 98.4% even with difficult market conditions.
- We averaged around 93% utilization in our voucher program.
- Heritage Park redevelopment project.
- RAD conversion at four properties.
- Connectivity at our properties and more.

If the letter is approved by the Board tonight, staff will send the package to the City Council, City Manager, and other appropriate contacts. The County Board of Commissioners will be copied on the letter because RHA has jurisdiction in the County.

The following corrections to the letter were suggested:

Commissioner Braun:

- Add that RHA is developing a strategic plan, a strategic communications plan, and the master planning effort related to Heritage Park.

Commissioner Whitehouse:

- Talk about community engagement with regard to the Heritage Park redevelopment.
- Add that we're trying to help those stay in the community – if they want to stay – during the multi-phase redevelopment project.
- Break up the Heritage Park unit counts with the range of incomes.

Commissioner Warren

- Add that, at a minimum, we are going to continue to offer the same number of units for those with a very low income (30% AMI). In addition to that, we will be adding a lot more at 60% or less AMI than what is currently on the site. There will be a net addition of affordable housing on that site and no less than the 30% AMI that are currently on that site.
- Change the sentence that we have *chosen* the new CEO (no longer “*seeking*”).

Commissioner Braun suggested that we attach the press release to the letter.

HOUSING AUTHORITY OF THE CITY OF RALEIGH
RESOLUTION NO. 4 (2023)

WHEREAS, the City of Raleigh and the Raleigh Housing Authority (“RHA”) share a close relationship and make the effort to communicate regularly following up on recommendations of the City’s Affordable Housing Task Force, Consolidated Plan and the Analysis of Impediments; and

WHEREAS, RHA encourages both the Council and City staff to contact RHA with any questions or concerns as they arise; and

WHEREAS, RHA provides the use of its multi-purpose building at 971 Harp Street at no charge to the City for programming upon request; and

WHEREAS, RHA staff works with the Housing and Neighborhoods Department staff and shares updates and data; and

WHEREAS, RHA participates in public meetings with the Housing and Neighborhoods Department staff as needed to share updates and hear the concerns of the greater community as they relate to affordable housing; and

WHEREAS, RHA makes staff available to the City for items of interest relating to RHA’s low-income families and City policies; and

WHEREAS, RHA includes the City Council members on tours of the public housing properties as is safe and desirable; and

WHEREAS, the COVID-19 pandemic significantly altered business practices and is expected to continue to do so in the near future; and

WHEREAS, RHA has prepared a brief written update on its activities during 2022;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF RALEIGH that the attached “2022 Year in Review” is approved and the Board Chair and Executive Director are authorized to send it to the Mayor and City Council and other interested parties on behalf of the Board of Commissioners.

Commissioner Braun moved and Commissioner Whitehouse seconded approval of the foregoing resolution. A vote being called, the ayes and nays were as follows:

Aye: Eric Braun, Valerie Crutchfield, Niya Fonville-Swint, Gregg Warren, Joe Whitehouse, Yolanda Winstead.

Nay: None

Resolution No. 4 (2023) has been adopted.

Mrs. Edgerton said RHA receives annual funding for the Capital Fund Program to be used for capital improvements to the public housing inventory.

The Board approved the budget for the 2021 grant totaling over \$4 million in February 2022 and revised changes again in April of 2022.

Since the last budget revision, we are proposing an updated budget revision to better serve the needs of the public housing inventory.

The biggest changes include:

- Increased more than \$400,000 on 1460 budget line item due to HVAC replacements.
- Increased more than \$80,000 to site work including plumbing, electrical and sidewalk repairs.

This grant is nearly expended and will come back to the board for the final P&E in a few months.

HOUSING AUTHORITY OF THE CITY OF RALEIGH
RESOLUTION NO. 5 (2023)

WHEREAS, the Housing Authority of the City of Raleigh (“RHA”) receives annual funding for the Capital Fund Program from the Department of Housing and Urban Development (“HUD”); and

WHEREAS, the Capital Fund Program funding allocations are used for capital improvements to the public housing inventory; and

WHEREAS, the capital improvements at each public housing development were identified through the input of staff and discussion with public housing residents, finalized and submitted to HUD as part of the agency’s annual plan; and

WHEREAS, RHA was awarded Capital Fund Program Grant NC19P00250121 in February 2021 with funding allocations totaling \$4,298,714.00; and

WHEREAS, since the inception of grant eligibility, revisions to the grant are being proposed to better serve the needs of the public housing inventory; and

WHEREAS, in accordance with HUD regulations, revisions to the latest approved annual statement must be accompanied by a performance and evaluation report to HUD for approval; and

WHEREAS, staff is recommending that the attached performance and evaluation report for Capital Fund Program Grant NC19P00250121 be approved, which by reference is made part of this resolution;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF RALEIGH that the performance and evaluation report for Capital Fund Program Grant NC19P00250121 be approved for submission to the Department of Housing and Urban Development.

Commissioner Winstead moved and Commissioner Whitehouse seconded approval of the foregoing resolution. A vote being called, the ayes and nays were as follows:

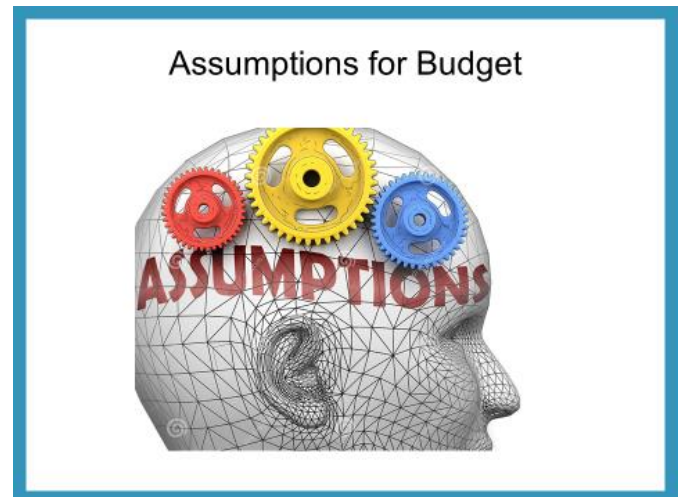
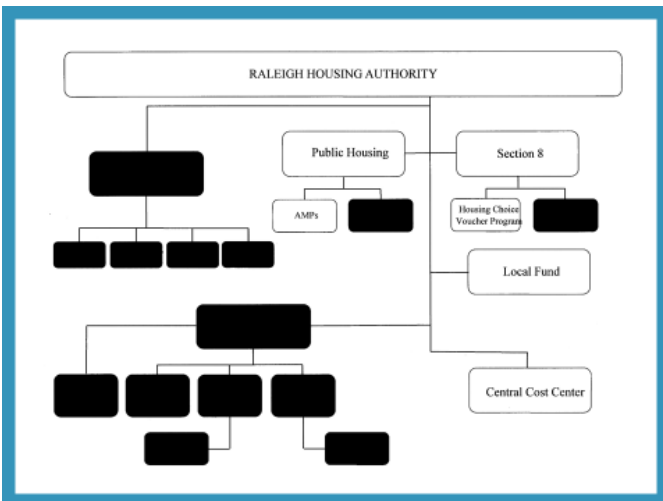
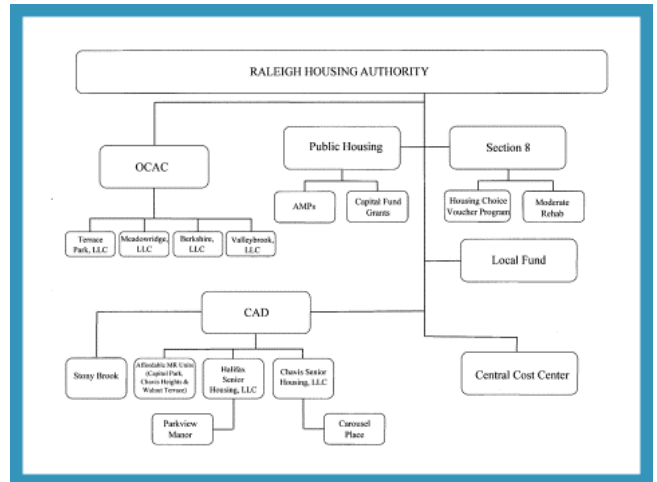
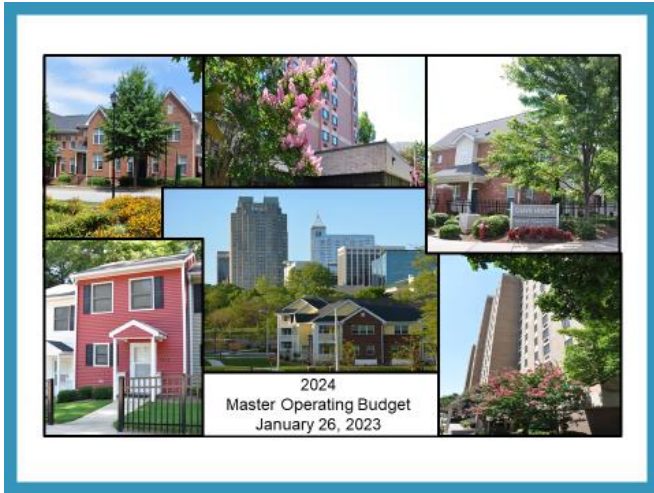
Aye: Eric Braun, Valerie Crutchfield, Niya Fonville-Swint, Gregg Warren, Joe Whitehouse, Yolanda Winstead.

Nay: None

Resolution No. 5 (2023) has been adopted.

(Due to time constraints, Resolution No. 8 (2023) and Resolution No. 9 (2023) were taken out of order.)

Mrs. Edgerton said Resolution No. 8 (2023) approves the budget for Local Fund. She showed the following presentation:



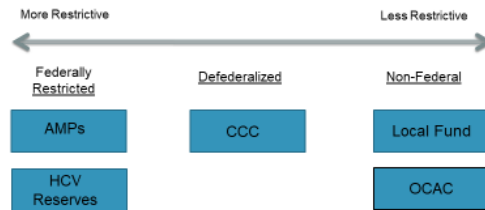
- ### Assumptions
- 94% pro-ratio for PH operating funds.
 - 79% pro-ratio for Section 8 Admin fees.
 - Assume we will be fully staffed.



Strategies

- Maximize income while still maintaining our properties to high standards.
- Collect funds in least restricted "buckets" to maximize options for use.
- Redevelopment for Heritage Park.

Strategy View



OPERATING BUDGET



Highlights in Budget

- Additional Positions
 - Human Resources Assistant
 - Account Tech – Leased Housing
 - Chief Operating Officer – Central Office
- Deleted Positions
 - Compliance Officer – Leased Housing

Highlights in Budget

- Equipment Replacement
 - New computer software and email system.
 - New phone system.
 - New vehicles.
 - Key scan system (Glenwood Towers).

Conventional Operating Budget

Executive Summary

	Category	CCC	AMPs	Total
1	Revenue	4,890,066	4,508,960	9,399,026
2	Expenditures	4,897,397	9,172,127	14,069,524
3	Subsidy (after proration)	0	4,962,196	4,962,196
4	20% of Operating Subsidy for CFP (HOTMA provision)	0	-992,440	-992,440
5	Surplus/Loss	-7,331	-693,411	-700,742
6	Equity Transfer (Gross HCV Program Mgmt. Fee to Local)	-658,394		-658,394
7	Loan Payments	58,667		58,667
8	Surplus/Loss (after eq. tfer)	-555,504	-693,411	-1,248,915

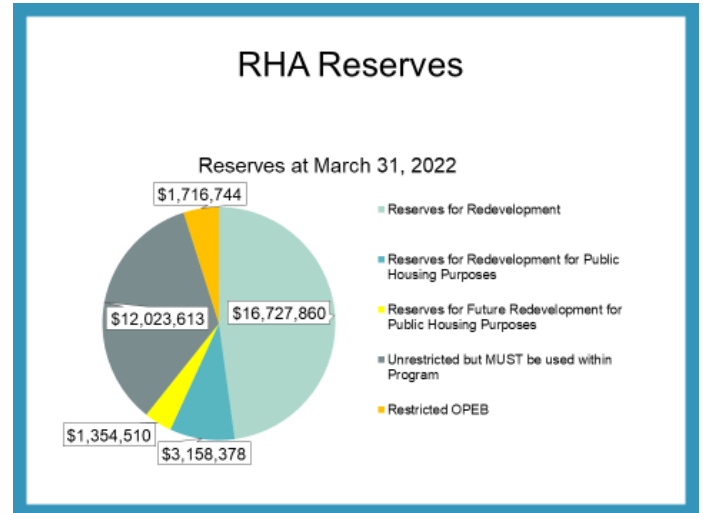
Commissioner Braun asked about the age of the current computer system.

Mrs. Edgerton said it was last updated in 2012.

Commissioner Whitehouse suggested putting graphics on the new vehicles.

Buffers in Budget

1	Projected loss – Amps and CCC	-\$1,248,915
2	HOTMA – 20% of subsidy for modernization and capital improvements option not exercised	\$992,440
3	Contribution of Service Providers – dependent upon successful year	\$25,000
4	Replace Encompass computer system budgeted in operations could be paid for by CFP	\$315,460
5	Contingency for CCC Fee Income	\$80,000
6	Projected surplus post equity tfer-Local Fund	\$658,394
	Total	\$822,379



Commissioner Whitehouse asked if HOTMA money could be used for land purchases (if it is next to RHA property).

Mrs. Edgerton said she would have to look into that. It is a possibility, if HUD approves it.

Commissioner Braun would like us to be able to move quickly if an opportunity presented itself. (Determine what monies we can potentially use for that.)

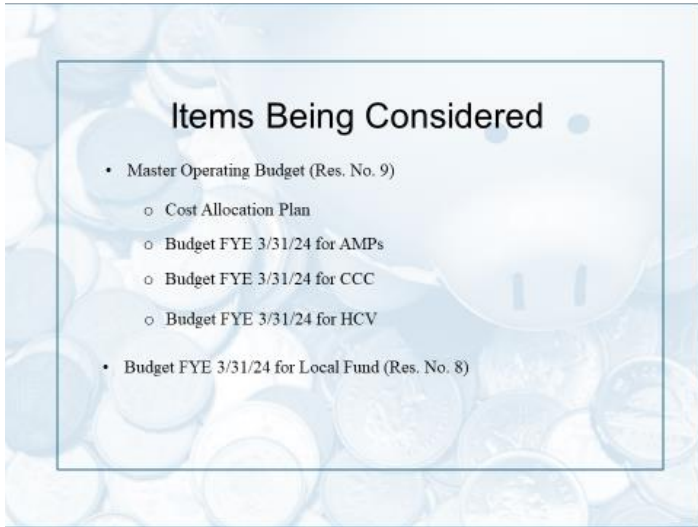
Mrs. Edgerton said she would ask staff look into this.

CAD Debt/Reserves: Post WT & Purchase of Parkview Manor

Total Debt at 12/31/22	Walnut Terrace	Parkview	Total
Internal	\$677,500	\$563,990	\$1,241,490
External	\$2,595,536	\$0	\$2,595,536
Total	\$3,273,036	\$563,990	\$3,837,026

Note: Parkview is paid to CCC and Walnut Terrace to Local.

- ### The Big Unknowns for FYE 2024
- What new strategies / ideas will come out of our Strategic Plan?
 - Operations for RAD Converted properties.
 - Rethinking redevelopment of Heritage Park. What will final plan look like?
 - Bond Income.



Commissioner Warren suggested staff consult with the bond attorney to determine if any of the prior bond deals are dead. This will give us a better idea of what we can expect from fees.

**5 year comparison:
Budget differences**

- Budget increase in overall fee for services is due to higher fees being charged.
- Material and service cost has increased.
- Starting to see higher rate on investments – .2% through pandemic and now starting to get rates over 3%.

Mrs. Edgerton thanked the entire RHA staff for gathering all of this information together for the Finance Department.

**HOUSING AUTHORITY OF THE CITY OF RALEIGH
RESOLUTION NO. 8 (2023)**

WHEREAS, the Housing Authority of the City of Raleigh (“RHA”) established the Local Housing Fund for entrepreneurial activities, which include issuing non-recourse housing revenue bonds and earning non-federal property management fees from properties that support RHA’s mission; and

WHEREAS, PIH Notice 2007-15 issued June 20, 2007 defines an Instrumentality as the PHA’s related entity whose assets, operations, and management are legally and effectively controlled by the PHA, which assumes the role of the PHA for purposes of implementing public housing development activities and programs, and which must abide by the public housing requirements that would be applicable to the PHA; and

WHEREAS, PIH Notice 2007-15 has been extended by PIH Notice 2008-27 issued on July 2, 2008, PIH Notice 2009-24 issued on July 23, 2009, PIH Notice 2010-30 issued on August 2, 2010, and PIH Notice 2011-47 issued on August 17, 2011 is effective until amended, superseded, or rescinded; and

WHEREAS, the Local Housing Fund is under the oversight and control of the Board of Commissioners; and

WHEREAS, with Board approval, the reserves in Local Fund may be used to:

- Loan funds to the Housing Choice Voucher (“HCV”) program to timely pay landlords when HUD funding is delayed;
- Loan funds to RHA and RHA’s affiliates to build affordable housing; and

WHEREAS, the U. S. Department of Housing and Urban Development (“HUD”) mandated housing authorities with 250 or more units of public housing convert to Asset Management and encouraged housing authorities to generate income from entrepreneurial activities and sources other than traditional subsidies and revenues; and

WHEREAS, the Supplement to HUD Handbook 7475.1 (Revised April 2007) which was issued with PIH Notice 2007-9 on April 10, 2007 states, “...*any internal fee-for-service charges to Asset Management Projects or programs (property management fees, asset management fees, etc.) are considered non-program income for purposes of A-87 and 24 CFR part 85. Consequently any reasonable fees earned by PHA/Central Cost Center will be treated as local revenue subject only to the controls and limitations imposed by the PHA’s management, Board or other authorized governing body.*”; and

WHEREAS, HUD instructed RHA in February 2012 that all fees related to Asset Management, including the HCV Management Fee, must be earned by the Central Cost Center (“CCC”) and could be subsequently transferred to other funds; and

WHEREAS, the Master Operating Budget for the fiscal year ending March 31, 2024, includes the Local Housing Fund; and

WHEREAS, the Master Operating Budget provides that the gross amount of the HCV Management Fee be transferred from the CCC to Local Housing Fund; and

WHEREAS, the HCV Management Fee projected earnings of \$658,394 for the fiscal year ending March 31, 2024 in the CCC will result in an estimated equity transfer from the CCC to Local Fund, as reflected on line 176 of the proposed budget; and

WHEREAS, the budget projections reflect a cost-efficient operation and a positive net cash flow;

WHEREAS, there are times when it may be in the best interest of the agency for the Executive Director to authorize the expenditure of funds in excess of the amount budgeted for an account category in order to address the needs of the agency without exceeding the total amount budgeted for that program; and

WHEREAS, this also includes hiring replacement personnel prior to an employee’s retirement date for cross training and sharing of institutional knowledge in order to address the needs of the agency;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF RALEIGH that the attached Operating Budget for the Local Housing Fund included in the Master Operating Budget for the fiscal year ending March 31, 2024 be approved.

BE IT FURTHER RESOLVED that staff is authorized to use the approved Master Operating Budget as a guide and to update and submit portions thereof to the various funding agencies as they are due in the format required by those agencies.

BE IT FURTHER RESOLVED that the Executive Director is authorized to hire replacement personnel prior to an employee's retirement date.

BE IT FURTHER RESOLVED that the Executive Director is authorized to approve the expenditure of funds in excess of the amount budgeted for an account category if deemed necessary in order to address the needs of the agency providing the expenditure does not exceed the total amount budgeted for that program and that this information will be reported to the Board of Commissioners at its next regularly scheduled meeting.

Commissioner Fonville-Swint moved and Commissioner Winstead seconded approval of the foregoing resolution. A vote being called, the ayes and nays were as follows:

Aye: Eric Braun, Valerie Crutchfield, Niya Fonville-Swint, Gregg Warren, Joe Whitehouse, Yolanda Winstead.

Nay: None

Resolution No. 8 (2023) has been adopted.

Mrs. Edgerton said this is our conservatively realistic budget. We try to under-promise and over-deliver on the budget.

With this resolution you are approving the budget for AMP's, CCC and HCV program.

**HOUSING AUTHORITY OF THE CITY OF RALEIGH
RESOLUTION NO. 9 (2023)**

WHEREAS, the proposed Operating Budget for Asset Management Projects ("AMPs") NC002000006 through NC002000040, the Central Cost Center ("CCC"), and the Housing Choice Voucher ("HCV") program for the fiscal year ending March 31, 2024, requires approval by the Board of Commissioners; and

WHEREAS, a public notice was published in the News and Observer newspaper on January 9 and 16, 2023 to announce the availability of the proposed budget for public review; and

WHEREAS, a public hearing has been held as required by North Carolina General Statute 159-12; and

WHEREAS, the budget for the HCV program is included on the Master Operating Budget to show program expenses which are funded by Administrative Fees from the U.S. Department of Housing and Urban Development ("HUD"); and

WHEREAS, HUD has not issued funding provisions for the Administrative Fees for Calendar Year (“CY”) 2023 and the Public Housing Authorities Directors Association (“PHADA”) has advised the proration factor is expected to be 79%; and

WHEREAS, the budget for Capitol Area Developments, Inc. (“CAD”) is approved separately and is shown on the Master Operating Budget for informational purposes only; and

WHEREAS, the budget for Oak City Affordable Communities (“OCAC”) is approved separately and is shown on the Master Operating Budget for informational purposes only; and

WHEREAS, the Fees for Services reflected in the proposed Master Operating Budget are determined to be in the best interest of the individual AMPs and the agency as a whole; and

WHEREAS, RHA has sufficient operating reserves to meet the working capital needs of its AMPs and the CCC; and

WHEREAS, the proposed budget expenditures are necessary in the efficient and economical operations of providing housing for the purpose of serving low-income families; and

WHEREAS, the various programs administered by RHA are on different funding years and have different budgetary restrictions; and

WHEREAS, several of RHA’s proposed budgets are calculated based on current data since information specific to the subject fiscal year is not available at this time; and

WHEREAS, the proposed budget includes the Housing Opportunities through Modernization Act of 2016 (“HOTMA”) which allows housing authorities to use up to 20% of Operating Subsidy for Capital Fund Program (“CFP”) activities; and

WHEREAS, the use of the HOTMA provision has caused the total budgeted Public Housing expense to exceed operating income for FYE 2024 therefore potentially requiring the use of operating reserves; and

WHEREAS, in September Congress passed a Continuing Resolution (CR) that funded the Federal Government through December 16, 2022; and

WHEREAS, a second and third Continuing Resolution funding the federal government through December 30, 2022 passed in December; and

WHEREAS, the President signed the FY2023 Omnibus Appropriations Bill on December 29, 2022; and

WHEREAS, HUD currently funds the Operating Fund for the AMPs on a calendar year basis; and

WHEREAS, HUD has yet to release full guidance for calculating CY 2023 Operating Subsidy as of January 18, 2023; and

WHEREAS, the Operating Subsidy to be provided by HUD for Calendar Year 2023 is estimated in the proposed budget at 94% of funding eligibility; and
WHEREAS, the calculation of eligibility for federal funding reflected in the proposed budget was prepared on a fiscal year basis for internal use only to estimate the funding for the subject fiscal year using nine months of calendar year 2023 and three months of calendar year 2024; and

WHEREAS, all regulatory and statutory requirements have been met including all proposed rental charges and expenditures; and

WHEREAS, pursuant to Section 307, Part II of the Consolidated Annual Contributions Contract, the Authority hereby certifies that all administrative salaries are comparable to local public practice, based upon studies approved by the Board, which are on file for HUD review; and

WHEREAS, the Authority hereby certifies that all positions, as identified, do not exceed 100% of any individual employee's time; and

WHEREAS, the Cost Allocation Plan as required by Title 2 U.S. Code of Federal Regulations Part 225 has been prepared by staff and provided to the Board; and

WHEREAS, there are times when it may be in the best interest of the agency for the Executive Director to authorize the expenditure of funds in excess of the amount budgeted for an account category in order to address the needs of the agency without exceeding the total amount budgeted for that program; and

WHEREAS, this also includes hiring replacement personnel prior to an employee's retirement date for cross training and sharing of institutional knowledge in order to address the needs of the agency;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF RALEIGH that the attached Master Operating Budget for the Asset Management Projects, the Central Cost Center, and the Housing Choice Voucher program for the fiscal year ending March 31, 2024 be approved.

BE IT FURTHER RESOLVED that staff is authorized to use the approved Master Operating Budget as a guide and to update and submit portions thereof to the various funding agencies as they are due in the format required by those agencies.

BE IT FURTHER RESOLVED that the Executive Director is authorized to hire replacement personnel prior to an employee's retirement date.

BE IT FURTHER RESOLVED that the Executive Director is authorized to approve the expenditure of funds in excess of the amount budgeted for an account category if deemed necessary in order to address the needs of the agency providing the expenditure does not

exceed the total amount budgeted for that program and that this information will be reported to the Board of Commissioners at its next regularly scheduled meeting.

Commissioner Warren moved and Commissioner Fonville-Swint seconded approval of the foregoing resolution. A vote being called, the ayes and nays were as follows:

Aye: Eric Braun, Valerie Crutchfield, Niya Fonville-Swint, Gregg Warren, Joe Whitehouse, Yolanda Winstead.

Nay: None

Resolution No. 9 (2023) has been adopted.

Mrs. Edgerton said we have two resolutions to write off equipment; one is for fixed assets, the other is for custodial equipment. Twice a year this is brought to the Board for approval.

Fixed assets are non-expendable equipment that cost more than \$5,000 or real property improvements, major repairs or HVACs costing more than \$10,000. These items are capitalized and depreciated over time.

Custodial equipment has a value of \$250 to \$5,000. The cost for these items is expensed at the time of purchase, a onetime journal entry.

This first resolution is for fixed assets, greater than \$5,000. These are either broken, obsolete or cannot be used anymore. These assets are assigned to staff and accounted for annually. This list of assets is fully depreciated except for the one NVR, and this one is a casualty loss claim. The list is behind the resolution.

The other spreadsheet is a Combined Fixed Asset spreadsheet showing fixed asset disposition over the last 10 years.

The total for this resolution is a little over \$28,500

**HOUSING AUTHORITY OF THE CITY OF RALEIGH
RESOLUTION NO. 6 (2023)**

WHEREAS, Chapter 9 of the Low-Rent Housing Accounting Guide Book issued by the U.S. Department of Housing and Urban Development requires a physical inventory of all non-expendable equipment be taken not less often than once each fiscal year and the equipment accounts be appropriately adjusted; and

WHEREAS, the Board of Commissioners approved Resolution No. 60 (2022) on August 25, 2022 which updated the Capitalization Policy as follows:

- Increase the capitalization threshold from \$5,000 to \$10,000 for purchases including Real Property Improvements, major repairs, and Capitalized Equipment including HVAC replacement cost and building improvements
- Keep the capitalization threshold of \$5,000 for purchases of Non-Expendable Equipment as defined in the Capitalization Policy; and

WHEREAS, a physical inventory of the non-expendable items of equipment belonging to the Housing Authority of the City of Raleigh indicates that certain items should be removed from the inventory; and

WHEREAS, items proposed to be removed from the inventory include those which have been replaced, become obsolete or worn out, misplaced or stolen, traded-in on similar items of equipment, declared surplus, sold, damaged, are of low-value, or are inappropriate inventory items; and

WHEREAS, all items of equipment proposed to be removed from inventory are shown on pages accompanying this resolution and thereby made a part of this resolution; and

WHEREAS, Resolution No. 59 (2018), approved October 25, 2018, allows the disposal of vehicles once they are deemed inoperable and not worth repair or totaled by the insurance company;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF RALEIGH that all fixed assets made part of this resolution be removed from the records of account as of January 23, 2023 as follows:

- | | |
|--|-------------|
| • Book Cost/Basis | \$28,522.52 |
| • Accumulated Depreciation | \$19,186.21 |
| • Cost Net of Accumulated Depreciation | \$ 9,336.31 |

BE IT FURTHER RESOLVED that;

- All items with little or no value be disposed of by junking;
- Items of minimal value (under \$50) with some serviceable life remaining be disposed of in the most expeditious manner including donation;
- Items having an estimated current value in excess of \$50 be sold to the highest bidder (if a bidder can be found), otherwise, disposed of in accordance with (b) above.

Commissioner Whitehouse moved and Commissioner Braun seconded approval of the foregoing resolution. A vote being called, the ayes and nays were as follows:

Aye: Eric Braun, Valerie Crutchfield, Niya Fonville-Swint, Gregg Warren, Joe Whitehouse, Yolanda Winstead.

Nay: None

Resolution No. 6 (2023) has been adopted.

Mrs. Edgerton said this next resolution shows our custodial equipment which is broken, obsolete or cannot be used anymore.

Custodial asset costs are expensed one time at time of purchase and cost \$250 to \$5,000. The equipment is assigned to staff and accounted for annually.

The list we have attached are of items we have accumulated since the last approval in August for disposal. The total is approximately \$12,000 and consist of old computers and equipment that is out of date and no longer works.

For the computers, we strip the hard drives from the computer and they shredded so no one can recover any data from the hard drives. We receive a certification from the shredding company that they have been destroyed. We then strip the remaining computer for parts and properly dispose of them.

HOUSING AUTHORITY OF THE CITY OF RALEIGH
RESOLUTION NO. 7 (2023)

WHEREAS, the Board of Commissioners approved Resolution No. 60 (2022) on August 25, 2022 which updated the Capitalization Policy as follows:

- Increase the capitalization threshold from \$5,000 to \$10,000 for purchases including Real Property Improvements, major repairs, and Capitalized Equipment including HVAC replacement cost and building improvements
- Keep the capitalization threshold of \$5,000 for purchases of Non-Expendable Equipment as defined in the Capitalization Policy; and

WHEREAS, good fiscal control demands that some items of equipment that cost less than the capitalization threshold still need to be tracked and accounted for by those employees having responsibility for their safekeeping; and

WHEREAS, these items are commonly referred to as custodial equipment; and

WHEREAS, a physical inventory of the items of custodial equipment belonging to the Housing Authority of the City of Raleigh indicates that certain items should be approved for disposition; and

WHEREAS, the custodial equipment items proposed for disposition include those which have been replaced, become obsolete or worn out, misplaced or stolen, traded-in on similar items of equipment, declared surplus, sold, damaged, or are of low-value; and

WHEREAS, items of custodial equipment that are approved for disposition are for informational purposes only and do not require an adjustment to the books of account; and

WHEREAS, all items of custodial equipment proposed for disposition are shown on the pages accompanying this resolution and thereby made a part of this resolution;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF RALEIGH that all items of custodial equipment with historical costs aggregating \$12,130.67 made part of this resolution be approved for disposition as of January 26, 2023;

BE IT FURTHER RESOLVED that;

- (d) All items with little or no value be disposed of by junking;
- (e) Items of minimal value (under \$50) with some serviceable life remaining be disposed of in the most expeditious manner including donation;
- (f) Items having an estimated current value in excess of \$50 be sold to the highest bidder (if a bidder can be found), otherwise, disposed of in accordance with (b) above.

Commissioner Whitehouse moved and Commissioner Fonville-Swint seconded approval of the foregoing resolution. A vote being called, the ayes and nays were as follows:

Aye: Eric Braun, Valerie Crutchfield, Niya Fonville-Swint, Gregg Warren, Joe Whitehouse, Yolanda Winstead.

Nay: None

Resolution No. 7 (2023) has been adopted.

ADJOURNMENT

There being no further business to come before the Board, Commissioner Braun moved and Commissioner Fonville-Swint seconded approval of adjournment. A vote being called, the ayes and nays were as follows:

Aye: Eric Braun, Valerie Crutchfield, Niya Fonville-Swint, Gregg Warren, Joe Whitehouse, Yolanda Winstead.

Nay: None

The Board went into the Oak City Affordable Communities, Inc. (“OCAC”) regular meeting.