

MINUTES OF A REGULAR MEETING OF
THE HOUSING AUTHORITY OF THE CITY OF RALEIGH
BOARD OF COMMISSIONERS
FEBRUARY 22, 2024

The members of the Board of Commissioners of the Housing Authority of the City of Raleigh, North Carolina met at 900 Haynes Street on Thursday, February 22, 2024, at 5:00 p.m. The meeting was held in-person and via Zoom.

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, Bahati Mutisya, Gregg Warren, Joe Whitehouse (left early), Yolanda Winstead (left early).

Absent: Susan Ellinger.

Visitors: Dale Rector, Rector, Reeder, and Lofton, PC; Charles Francis, Francis Law Firm, PLLC; Public: Paula Coppola, Wanda Gilbert-Coker, Nathan Wilson, Jacqueline Williams.

RHA Staff: Sonia Anderson, Priscilla Batts, Lisa Currie, Liz Edgerton, Jim Farrell, Katie Lebrato, Ashley Lommers-Johnson, Laura McCann, Donna Perez, Kenya Pleasant, Gwen Wall.

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

RECOGNITION OF VISITORS

The Board Chair welcomed the visitors to the meeting.

PUBLIC COMMENTS

Paula Coppola

I would like to state that maintenance has been doing a marvelous job on the mulch – but they missed some areas and left tools out. I was wondering if you're going to be doing any building and refurbishing of any other properties. Will any meetings be coming up soon – there are no additional meetings on the website. I would like to request that they use materials that are user-friendly for the tenants when they do that. Also, I think they are doing a terrific job getting the information on the website.

Wanda Gilbert-Coker

I've heard some great things about the events and the meetings regarding the repositioning around Heritage Park that took place from those who were able to attend. There were those who were not able to attend, such as myself, due to my disability. The first day that I attended, there were no issues, but then there were days others attended that had some hiccups. Those hiccups were expressed to the communications person and the response we got back was really negative, as if it was work that we need to do. We were told that our questions would be answered on the

website. But the answers weren't from the direct questions that we asked – our questions were reworded and then they were answered. How someone else culturally speaks or understands particular jargon may be different than someone who actually works in housing. It would be helpful if that communication could be better. Also, when those events take place, it would be better if someone attending the event virtually could ask their questions during the event. I was able to ask my questions, but others were not. I'm not sure what the mix-up was but I didn't have any problem. We are looking forward to seeing what else is coming down and the more information that's put on the website, the better.

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 2023
Charge-off of delinquent resident accounts for December 2023

Item 2

Financial Statements for January 2024

Item 3

Vacancy and Turnover Summary for November 2023
Vacancy and Turnover Summary for December 2023

Item 4

Minutes from November 13, 2023 special meeting
Minutes from December 7, 2023 regular meeting
Minutes from January 10, 2024 special meeting

Commissioner Braun moved and Commissioner Winstead 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, Arne Morris, Bahati Mutisya, Gregg Warren, Joe Whitehouse, Yolanda Winstead.

Nay: None.

The Consent Agenda has been adopted.

REPORT OF THE BOARD CHAIR

The Board Chair had no report this evening.

REPORT OF THE BOARD SECRETARY
RHA Organizational Health Survey/Update

- Baseline survey conducted in June 2023; updated the survey in January 2024.
- Survey requests responses to 17 statements.
- 10 statements are reflective of employee engagement.
- 7 are indicators of employee satisfaction.
- Engaged and Satisfied Employees = Healthy Organization.
- Healthy organizations produce long-term strength and can thrive during tough times and circumstances.
- The survey identified the three lowest indicators of satisfaction.
 1. Performance evals don't result in staff feeling positive about work.
 2. Communication between leadership and staff.
 3. Work-life balance.
- Laura McCann (and Katie Lebrato) staffed three focus groups.
- Staff were asked to dig a little deeper into three areas & recommended solutions.
- Implemented "low-hanging fruit" improvements.

Overall Employee Engagement Indicators:

- June 2023: 83%
- January 2024: 90%

Overall Employee Satisfaction:

- June 2023: 81%
- January 2024: 89%

Performance Evaluations:

- June 2023: 73% January 2024: 84% (increase of 11%)

Communication between Leadership and Staff:

- June 2023: 73% January 2024: 91.6% (increase of 18%)

Work-Life Balance:

- June 2023: 75% January 2024: 94.6% (increase of 19%)

Differences in the 2 surveys:

- January 2023 versus 2024 Response Rate: 87% vs 100%.
- Departments were given a challenge to increase participation.
- January 2024 survey results were tracked by department.
- Departments reflected differing strengths and weaknesses.
- Follow-up will differ based on departments' outcomes.
- Work-life balance & leadership communication are now two of three areas of highest satisfaction.

Leased Housing Department Highest Level of Satisfaction

- Overall staff satisfaction: 96.8%.

- Manager shares all info needed to make me feel part of the team: 100%.
- I receive all the info I need to do my job: 100%.
- I trust my immediate manager: 100%.
- Leadership communication has improved: 100%.
- I have recently received praise for my work: 100%.

(Mr. Lommers-Johnson commended Priscilla Batts for the work she is doing in the Leased Housing Department.)

Other Upcoming Stakeholder Assessments

- Residents (completed a baseline survey in 2023).
- Voucher participants (completed baseline in 2023).
- Landlords (completed baseline survey in 2023).
- Stakeholder and community surveys will be conducted soon.
- All surveys will be done at least annually.
- Collectively, these will form a key measure of RHA success.

Yardi Software Conversion Update

- End of Setup and Implementation Planning Nearing End.
- Staff training has been in full swing.
- The vast majority of implementation tasks on schedule.
- Go-live date is April 1, 2023.

Strategic Plan Update

- Draft plan is being reviewed by the Board.
- Board comments, suggestions, clarifications by Commissioners to CEO by March 12.
- Presentation at March Board meeting.

Strategic Engagement (Communications) Plan Update

- Draft plan is being reviewed by the Chair and Vice Chair.
- Draft plan to full Board for review on March 12.
- Presentation at March Board meeting.

Heritage Park Next Steps

Kenya Pleasant said we are currently in the process of working with the master planning team on a revision to the plan that was presented at the last meeting. We're in the process of working with them on some revisions based on feedback that we received during the process and, in particular, with the conversations that we've had with the city. We have some easements that run alongside the property, particularly the stormwater and the sewer easements. We've continued to have conversations with the city about the coordination of relocating the sewer main alongside Dawson Street. There is currently a capital improvement project that the city is working on for up fitting that sewer main, that coincides nicely with our development. They are in the design phase so we anticipate that we will need to have some additional information from them on the design in the next 60 to 90 days, based on where they have engaged their contractor. From there, our Kimley-Horn team will come up with an official recommendation. There is going to be

continued conversations with the stormwater team and DOT, but I think the big takeaway is that everyone is very interested, has been cooperative, and is looking to work with us on this – particularly with the sewer project – that there's additional benefits to them. Some of this is going to come down to costs so that's a key component that Kimley-Horn is working on.

We will have a revised plan that we will present to the Real Estate Investment Committee that's scheduled for March 15th and a full Board Meeting on March 28th.

We have started simultaneously working on the Section 18 application with the consultant and we expect that will be completed on May 31st.

Commissioner Braun asked if the sewer line discussion is moving in the positive direction that it will be on the outer edge of the property versus running through the middle of it?

Ms. Pleasant said I think it's moving in the right direction. Today was a really good conversation that we had, particularly around timing and engagement of where they are in their design process. The storm water is probably the one that's the most challenging. However, in general, I've been pleased with the reception from the city to engage and try to figure something out here.

Commissioner Braun asked if you have a standing meeting with staff?

Ms. Pleasant said we currently have a standing meeting with our internal team, and we are starting a bi-weekly meeting with the staff.

Commissioner Braun asked if it is just related to Heritage Park.

Ms. Pleasant said it is just related to Heritage Park.

Ms. Pleasant said it is a challenge because we are talking about multiple departments – we are talking about storm water, sewer, and internally the city transportation. That doesn't factor in having conversations with NCDOT. There are multiple major projects and four of the five involve Kimley-Horn so that's very helpful.

Commissioner Braun asked if they relocate the sewer line, can they still serve the site during the relocation.

Ms. Pleasant said their current plan for their capital improvement plan is not for them to relocate it. They will have to make a bypass. That is going to be something we're going to have to look at. I will say that for the sewer line, at least, this is the northernmost point for the line that they're looking to for their capital improvement project – so it starts with us.

Commissioner Whitehouse asked Ms. Pleasant to expand a little bit on the West Street extension discussions with the Raleigh DOT.

Ms. Pleasant said the concept plan that we have does show that West Street extension coming through the site. However, towards the end of West Street, there will be a pedestrian connection that would connect to the BRT that's going to run along Western Boulevard.

Commissioner Whitehouse asked what the right-of-way width is that they're requesting through here.

Ms. Pleasant said that is something that we did have a conversation about – narrowing that to minimize the cut through. That width is also somewhat driven by the utility easements that we have running along South Street.

Commissioner Whitehouse said he would like to get an update on that at your convenience.

REPORT OF THE REPOSITIONING COMMITTEE CHAIR

There was no Repositioning Committee report this evening.

AUDITOR REPORT

Dale Rector showed a presentation on the audit for fiscal year ending March 31, 2023:

What do I look at in the audit report?

- Page 1 – Auditor’s Opinion on Financial Statements – clean opinion – financial statements “fairly present.”
- Pages 4 – 12, Management Discussion & Analysis.
- Page 20, Statement of Cash Flow - \$6.050 million increase in operating cash and investments.
- Page 58 – Auditor’s Opinion on Government Auditing Standards – Clean, unmodified opinion.
- Page 60 – Auditor’s Opinion on Single Audit Act – three findings for noncompliance with both significant deficiencies and material weaknesses.
- Page 63 - 66, Illustrates the audit findings.
- Page 81, (SEFA) Schedule of Expenditures of Federal Awards - \$45.69 million.

2/29/2024

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MANAGEMENT DISCUSSION & ANALYSIS

Table I - Comparative Statement of Net Position

	2023	2022	Variance	% Change
Total Current Assets	\$ 52,534,149	\$ 47,472,239	\$ 5,061,910	11%
Other Non-Current Assets	2,875,963	1,671,272	1,204,691	72%
Capital Assets	63,584,405	67,228,592	(3,644,187)	-5%
Deferred Outflow of Resources	2,369,539	1,597,315	772,224	48%
Total Assets and Deferred Outflow of Resources	\$121,364,056	\$ 117,969,418	\$3,394,638	3%
Total Current Liabilities	3,753,094	4,006,153	(253,059)	-6%
Total Non-current Liabilities	6,162,021	4,058,597	2,103,424	52%
Total Liabilities	\$9,915,115	\$8,064,750	\$1,850,365	23%
Deferred Inflow of Resources	1,738,763	1,908,302	(169,539)	-9%
Net Investment in Capital Assets	59,825,753	62,715,073	(2,889,320)	-5%
Restricted	3,971,028	3,039,962	931,066	31%
Unrestricted	45,913,397	42,241,331	3,672,066	9%
Total Net Position	\$109,710,178	\$107,996,366	\$1,713,812	2%
Total Liabilities, Deferred Inflows of Resources, and Net Position	\$121,364,056	\$117,969,418	\$3,394,638	3%

2/29/2024

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MANAGEMENT DISCUSSION & ANALYSIS

Table II - Comparative Statement of Revenues, Expenses, and Changes in Net Position

	2023	2022	Variance	% Change
Total Tenant Revenue	\$ 9,438,648	\$ 9,051,845	\$ 386,803	4%
Grant Funds-Operating & Capital	45,691,615	43,683,935	2,007,680	5%
Investment Income	494,279	12,446	481,833	3871%
Other Income	1,548,416	1,455,494	92,922	6%
Gain/Loss on Sale of Fixed Assets	(673)	18,645	(19,318)	-104%
Total Revenue	\$ 57,172,285	\$ 54,222,365	\$ 2,949,920	5%
Administration	\$ 6,290,574	\$ 5,221,514	\$ 1,069,060	20%
Tenant Services	303,898	237,793	66,105	28%
Utilities	1,276,026	1,216,744	59,282	5%
Maintenance	7,503,919	6,581,575	922,344	14%
Protective Services	158,522	98,583	59,939	61%
General Expense	1,875,613	1,762,351	113,262	6%
Non-Routine Expenses	60,635	24,049	36,586	152%
Housing Assistance Payments	32,448,490	32,566,572	(118,082)	0%
Depreciation and Amortization	5,364,153	5,336,729	27,424	1%
Total Expenses	\$ 55,281,830	\$ 53,045,910	\$ 2,235,920	4%
Change in Net Position	1,890,455	1,176,455	714,000	61%
Beginning Net Position	107,996,366	106,819,911	1,176,455	1%
Prior Period Adjustment	(176,643)	0	(176,643)	-100%
Ending Net Position	\$ 109,710,178	\$ 107,996,366	\$ 1,713,812	2%

Audit Findings

- Finding 2023-001, Housing Choice Voucher Program. Reviewed 100 tenant files had 27 annual reexaminations more than three months past due and there were 11% of the files with income calculation errors.
- Finding 2023-002, Housing Choice Voucher Program. Internal control weaknesses over the maintenance of the waiting list. Selection not always done properly, and some of the applicants were chosen out of sequence. Need to follow their Administrative Plan and Code of Federal Regulations.

- Finding 2023-003, Low-Income Public Housing. Internal control deficiencies over reexaminations done with residents. Approximately 10% were done late.

Commissioner Morris said the staff has put together a corrective action plan for those findings that you did find. Also, the technology that Ashley mentioned earlier is going to help improve some of the efficiencies and effectiveness of handling some of those files as well.

Mr. Rector said that is correct. I feel really good about the responses to the corrective action plan. Also, from my experience, the YARDI system is excellent when it comes to file maintenance is excellent, particularly when it is remote. We did one audit recently where everything was electronically on the system. I can't help but think that after the conversion period, which takes a while, things will get better.

Commissioner Whitehouse asked about the corrective action plan and how long it will take to get back on track. Also, what can we do to monitor throughout the year to make sure that we don't get behind and have this problem again?

Mr. Lommers-Johnson said the corrective action plan for each of those findings addresses a range of root causes. Apart from those root causes, there are files that were late and recertifications that weren't completed. Those instances where reexaminations were late are being fixed. The staff have gone back to take a look at them. But where the real change, in the long term, will occur is in the plans to address the root causes. Some of the plans to address the root causes had already been in place by April 17, 2023, when I came on board.

One of the root causes that the auditor identified had to do with understaffing as a result of the pandemic – and understaffing as a result of choices that were made about staffing levels. We have corrected those and are on a path to ensure that our operating departments, especially section eight and public housing, are properly staffed. One of the early issues that became apparent is that there were supervisors in these departments that were supervising far too many people. We are reorganizing to get supervisory levels to the point of not more than six staff to a supervisor.

By spring of last year, the agency had also procured the services of a consultant to do a salary study, because it was clear that the salaries were not attracting qualified staff and were not doing much to retain existing staff. That was completed and the results of that salary study were implemented in December. We have taken care of a lot of these big picture issues that end up resulting in situations that produce these kinds of findings.

Both operating department directors – Priscilla Batts and Sonia Anderson – have done a great job of tackling these issues in their departments. Unfortunately, all of this will take a year or two to get to a point where we fully meet the compliance with respect to waiting lists management, reexaminations, and so on.

Commissioner Whitehouse asked if we have technology in place to help monitor our capacity to perform these audits and make sure that we are on time with them and we're not falling behind them?

Mr. Lommers-Johnson said right now we're doing the best we can with the software that we have. Unfortunately, it is old software. When we switch to Yardi on April 1st we'll take giant steps toward having a better information system. We will have better information at our fingertips that will tell us where we are with respect to these processes that we have followed. In addition, I have been personally involved in developing some of these reports so that staff can know exactly where they are at every part of the process. If needed, we'll develop what we need, but we will have a solid system and a solid basis to build on and to use going forward after April 1st.

Mr. Rector said with this new software, with one click in the right venue, you'll be able to know exactly where you stand on the various reexaminations coming up. The other thing that is not in the software that you're going to need to monitor better is the 11 instances where we saw that the adjusted annual income was not correct. Don't forget that you still have to quality control and monitor those files so be careful that RHA has enough staff. RHA has \$5 million in unrestricted net position in the HCV program so there's no reason why you can't spend it to have more staff to take care of those issues. I believe they've gone forward with addressing that and it's a good move forward.

Mr. Lommers-Johnson said one area that I had not mentioned yet is in the area of training. Priscilla Batts immediately scheduled 100% of her staff to take the certification training and all of the staff who are there now have passed. This is an additional area and strategy that we need to follow. We need to invest in our staff when it comes to training and professional development in order for them to be able to do this work.

Commissioner Whitehouse said that all sounds good – I appreciate all of the hard work everybody's been putting into this to get beyond this. If we find ourselves getting behind and having trouble with staffing, are there outside consultants or contractors we can bring in to help us to make sure that we don't get behind?

Mr. Lommers-Johnson said Mrs. Batts has contracted with Nan McKay to assist with the process. It takes a lot of time for external consultants to get on board and to assist but at this point, their work is making a major contribution to work on backlog and to assist the department in the effort to be timely and in compliance. They have been on board for a number of months now and are being very productive in the number of recertifications that they are completing.

Commissioner Whitehouse thanked Mr. Lommers-Johnson and all staff for making this a high priority.

REVENUE PRESENTATION

Liz Edgerton introduced Jim Farrell, RHA’s new Director of Finance. She gave the following power point presentation regarding revenue projections.



BACKGROUND INFORMATION

- The Annual Contributions Contract (ACC) requires that Public Housing Authorities prepare an operating budget for the Low Rent Housing Program.
- In June, President Biden signed the Fiscal Responsibility Act of 2023. This Act raised the debt ceiling but also enacted non-defense discretionary spending caps for the FY 24 and FY 25 budgets placing the FY24 discretionary budget at approximately FY 23 levels.
- Considerable differences across the three budgets from the White House, Senate, and House budgets for FY 24 Appropriations. (see chart on next slide)

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PAPER POSITION PAPER POSITION PAPER POSITION

FY 24 Budget Table for Selected HUD Accounts
(IN MILLIONS)

	FY 23 ENACTED	PHADA RECOMMENDED	FY 24 WHITE HOUSE	FY 24 HOUSE PROPOSED	FY 24 SENATE PROPOSED	FY 24
Public Housing Operating Fund	\$5,109	\$5,407	\$5,133	\$5,103	\$5,530	\$5,530
Public Housing Capital Fund	\$3,200	\$5,000	\$3,225	\$3,180	\$3,200	\$3,200
Public Housing Shortfall	\$25	\$346	\$50	\$25	\$35	\$35
Voucher Contract Renewals	\$26,402	\$27,840	\$27,840	\$27,375	\$27,766	\$27,766
Voucher Administrative Fees*	\$2,748	\$3,172	\$3,172	\$2,704	\$2,751	\$2,751
Tenant Protection Vouchers	\$337	\$500	\$385	\$337	\$445	\$445
Incremental Vouchers	\$50	\$565	\$565	\$0	\$0	\$0
Project Based Rental Assistance	\$14,907	\$15,904	\$15,904	\$15,820	\$15,790	\$15,790
Choice Neighborhoods	\$350	\$500	\$185	\$0	\$150	\$150
HOME	\$1,500	\$2,500	\$1,800	\$600	\$1,500	\$1,500
CDIS	\$3,300	\$4,200	\$3,400	\$3,300	\$3,300	\$3,300
FIS	\$125	\$200	\$125	\$125	\$141	\$141
ROSS	\$35	\$35	\$35	\$35	\$43	\$43
Job-Plus	\$15	\$20	\$15	\$15	\$15	\$15

*See item for special programs

Information obtained from PHADA Position Paper

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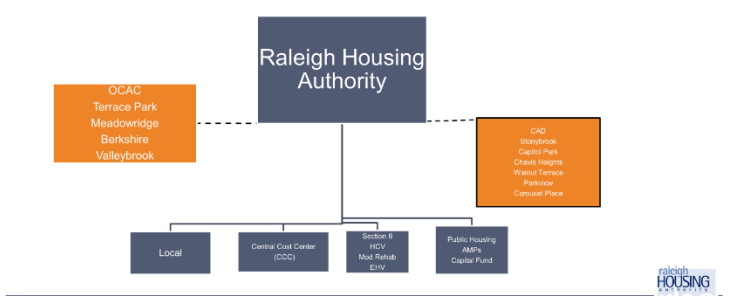
Federal vs. Funding vs. Fiscal Years



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Raleigh Housing Authority Organizational Chart



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ASSUMPTIONS

- 92% Proration for PH operating funds
 - Last year budgeted 94%
 - Calendar Year 2023 finished at 93.02%
 - We are currently at 87.44%
- 92% Proration with a 95% lease up for Section 8 Admin Fees
 - Last Year used 79% with 100% lease up
- Bond Income estimated @ \$615,000
 - Finishing this year at \$908,375
- Investment Interest Rates at budgeted at 3.5%

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ITEMS TO CONSIDER

- Repositioning of assets
- Replacement of Vehicle Fleet
- Lease Up %
- Proration factors from HUD

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Types of Revenue	Amt Budget for RHA	% of Total RHA Budget
HUD Subsidy	\$4,857,085	7.6%
Admin Fees	\$3,993,240	6.3%
HAP	\$39,643,900	62.4%
Tenant Rent & Other Income	\$5,352,542	8.4%
Interest Income	\$941,594	1.5%
Other Income	\$523,600	.8%
Fees for Service	\$1,651,642	2.6%
Management Fees	\$3,426,413	5.4%
Capital Fund Grant	\$2,535,626	4.0%
Bonds	\$ 615,000	1.0%
Total	\$63,540,642	100.0%

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Central Cost Center FY 2025 Budget Comparison to FY 2024 Projections

FY 2025 Budget Comparison to FY 2024 Projections	Approved FY24 Budget	Projected Actuals FY24	Budget FY25	Variance b/w Projected Actuals '24 & Budget '25
HUD Contribution	-	-	-	-
Net Dwelling Rent	-	-	-	-
Other Tenant Income	-	-	-	-
Other Income	340,049	371,232	379,313	8,081
Trade Fee for Service Income	484,225	254,695	306,792	131,697
Management Fee for Service Income	316,128	236,819	205,159	28,341
Other Centralized Fees for Service Income	1,031,186	850,471	999,691	149,220
Total Fee for Service Income	1,854,539	1,342,184	1,651,642	309,458
Management Fee Income	2,694,578	2,583,772	2,785,139	201,367
Total Income	4,690,066	4,297,188	4,816,094	518,906

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Public Housing FY 2025 Budget Comparison to FY 2024 Projections

FY 2025 Budget Comparison to FY 2024 Projections	Approved FY24 Budget	Projected Actuals FY24	Budget FY25	Variance b/w Projected Actuals '24 & Budget '25
HUD Contribution	3,909,750	4,089,740	4,857,085	767,345
Net Dwelling Rent	4,174,424	5,178,795	5,227,581	48,786
Other Tenant Income	147,663	88,233	105,295	17,072
Other Income	188,873	266,013	308,068	42,055
Management Fee Income	-	-	-	-
Total Income	8,478,716	9,622,771	10,498,029	875,258

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Housing Choice Vouchers FY 2025 Budget Comparison to FY 2024 Projections

FY 2025 Budget Comparison to FY 2024 Projections	Approved FY24 Budget	Projected Actuals FY24	Budget FY25	Variance b/w Projected Actuals '24 & Budget '25
HUD Contribution	3,291,968	3,965,277	3,813,288	(151,989)
Net Dwelling Rent	-	-	-	-
Other Tenant Income	43,111	36,998	16,666	(17,332)
Other Income	65,612	179,738	162,500	(17,238)
Management Fee Income	29,355,216	38,030,924	38,034,891	(5,033)
Total Income	32,755,907	42,221,937	42,830,345	(191,692)

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Emergency Housing Vouchers
FY 2025 Budget Comparison to FY 2024 Projections

FY 2025 Budget Comparison to FY 2024 Projections	Approved FY24 Budget	Projected Actuals FY24	Budget FY25	Variance b/w Projected Actuals '24 & Budget '25
HUD Contribution	-	94,072	129,168	35,096
Net Dwelling Rent	-	-	-	-
Other Tenant Income	-	-	-	-
Other Income	-	500	500	-
Management Fee Income	-	973,821	1,233,464	259,663
Total Income	-	1,068,393	1,363,152	294,759



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Mod Rehab Program
FY 2025 Budget Comparison to FY 2024 Projections

FY 2025 Budget Comparison to FY 2024 Projections	Approved FY24 Budget	Projected Actuals FY24	Budget FY25	Variance b/w Projected Actuals '24 & Budget '25
HUD Contribution	48,951	50,784	50,784	-
Net Dwelling Rent	-	-	-	-
Other Tenant Income	-	-	-	-
Other Income	1,420	9,260	11,420	2,160
Management Fee Income	330,528	270,991	375,525	95,534
Total Income	380,899	340,935	437,729	97,694



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Local Fund
FY 2025 Budget Comparison to FY 2024 Projections

FY 2025 Budget Comparison to FY 2024 Projections	Approved FY24 Budget	Projected Actuals FY24	Budget FY25	Variance b/w Projected Actuals '24 & Budget '25
QCAC Management Fee	378,753	413,073	443,088	30,015
QCAC Management Fee	201,835	209,218	210,345	1,122
Laundry Proceeds (GT & CH)	37,856	39,093	37,749	(1,353)
Bond Income	150,000	908,275	615,000	(293,375)
Section 8 Inspection Fees	25,778	-	-	-
Interest Income	182,839	603,787	563,500	(50,267)
Total Income	977,254	2,173,526	1,859,668	(313,858)



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Capital Fund
FY 2025 Budget Comparison to FY 2024 Projections

FY 2025 Budget Comparison to FY 2024 Projections	Approved FY24 Budget	Projected Actuals FY24	Budget FY25	Variance b/w Projected Actuals '24 & Budget '25
HUD Contribution	4,277,832	2,524,916	2,535,626	10,710
Net Dwelling Rent	-	-	-	-
Other Tenant Income	-	-	-	-
Other Income	-	-	-	-
Management Fee Income	-	-	-	-
Total Income	4,277,832	2,524,916	2,535,626	10,710

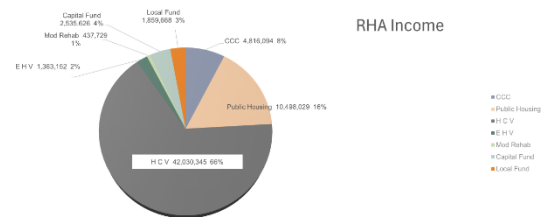


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Draft Revenue Projections FY25	Cost Center Total	Public Housing (188)	H.C.V.	E.H.V.	Mod Rehab	Capital Fund	Local Fund	Total RHA	Capital Area Developments, Affordable Housing, Inc.	QAC City Housing, Inc.	Total Agency of Internal Funds	Elimination Fees	Total Agency Wide after Elimination
HUD Contribution	-	4,857,385	3,813,288	129,168	50,784	2,535,626	-	11,385,951	-	-	11,385,951	-	11,385,951
Net Dwelling Rent	-	5,227,581	-	-	-	-	-	8,242,581	4,998,190	2,088,819	12,312,379	-	12,312,379
Other Tenant Income	-	195,299	18,686	-	-	-	-	124,981	14,940	14,779	154,680	-	154,680
Other Income	379,313	358,099	182,500	950	11,420	-	1,208,240	2,068,041	997,130	127,427	2,792,098	197,522	2,989,620
Trade Fee for Services Income	386,792	-	-	-	-	-	-	386,792	-	-	386,792	-	386,792
Vacancies Fee for Service Income	265,159	-	-	-	-	-	-	265,159	-	-	265,159	-	265,159
Other Contracted Fees for Service Income	999,691	-	-	-	-	-	-	999,691	-	-	999,691	-	999,691
Total Fee for Service Income	1,651,642	-	-	-	-	-	-	1,651,642	-	-	1,651,642	-	1,651,642
Management Fee Income	2,785,159	-	38,094,861	1,233,484	375,525	-	653,428	43,081,487	-	-	43,082,487	3,458,567	39,643,900
Total Income	4,816,094	10,499,029	42,030,341	1,363,152	437,729	2,535,626	1,859,668	63,546,643	5,698,290	2,230,024	71,379,717	5,287,731	66,091,986



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Mr. Lommers-Johnson thanked Mrs. Edgerton for preparing the presentation and for making it clearer and easier to understand.

COMMISSIONER COMMENTS

Commissioner Braun had the following comments:

- Thank you to the staff for updating the website. I think it would be helpful to include pictures of the senior staff and some of their information on the website.
- I'm glad we're on social media. I would love to see if we can get more active. I know that we're posting and reposting some things. I think we should consider posting a summary of things discussed during the Board Meetings.
- On the new website, is there a way for us to do a tab that has Commissioner meetings with agendas and links to the presentations that were made. It's just another thought of trying to figure out ways to make sure we are as transparent as possible with the community input. We're doing much better, and I appreciate all of that.

Katie Lebrato said I appreciate those comments. Those are some things that have gone through my mind and my team's mind, and I may be able to get some profiles up before we switch to the new site. We definitely have that on our list for the new site to profile staff. For the Board information, we will have a reoccurring meeting so that anytime you come to our website you click the button to join the Zoom meeting for every meeting. We will also address reorganizing the meeting information and minutes.

NEW BUSINESS

Mrs. Edgerton thanked the finance staff for their work with completing our annual audit financial statements. Even though the audit is mostly financial, it does involve every department at RHA. So, I would also like to thank the entire staff for their efforts with the audit. This year there was some delay with completing the audited financial statements due to the cyber incident occurring shortly after the end of the fiscal year.

The Management Discussion and Analysis is included as part of the audit. The audit has been submitted to the North Carolina Local Government and to HUD, and this resolution will approve both the audit and the MD&A.

HOUSING AUTHORITY OF THE CITY OF RALEIGH RESOLUTION NO. 4 (2024)

WHEREAS, U. S. Department of Housing and Urban Development (“HUD”) requires a housing authority to contract with an independent auditor for an annual financial audit; and

WHEREAS, the audit must conform to the federal requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance)*, Audits of States, Local Governments,

and Non-Profit Organizations; the Government Auditing Standards issued by the Comptroller General of the United States; and the Sarbanes-Oxley Act of 2002; and

WHEREAS, HUD regulations require the audit report be issued within 9 months of the end of the fiscal year, or December 31, for the Housing Authority of the City of Raleigh (“RHA”); and

WHEREAS, the RHA Board of Commissioners approved Resolution No. 93 on December 1, 2022 selecting Rector, Reeder, and Lofton, PC, Certified Public Accountants, to perform the audit for the fiscal year ended March 31, 2023; and

WHEREAS, Rector, Reeder, and Lofton audited the financial statements of RHA as of and for the fiscal year ended March 31, 2023; and

WHEREAS, Rector, Reeder, and Lofton issued their report thereon dated December 19, 2023; and

WHEREAS, the Management’s Discussion and Analysis for the fiscal year ended March 31, 2023 is included in the audit report; and

WHEREAS, the audit report contains a qualified opinion on the CFDA #14.871 Housing Choice Voucher Program due to a significant number of annual re-certifications completed past the due date; and

WHEREAS, the audit report contains a qualified opinion on the CFDA #14.871 Housing Choice Voucher Program due to deficiencies in the management of the waiting list; and

WHEREAS, the audit report contains a qualified opinion on the CFDA #14.850 Low Income Public Housing Program due to a significant number of annual re-certifications completed past the due date; and

WHEREAS, the audit report includes a corrective action plan to address the three noncompliance finding; and

WHEREAS, the audit report on the financial statements for the fiscal year ended March 31, 2023 contains an unmodified opinion, which is RHA’s 36th consecutive year with a clean audit opinion on the financial statements;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF RALEIGH that the Management’s Discussion and Analysis and Audited Financial Statements as of and for the fiscal year ended March 31, 2023, prepared by Rector, Reeder, and Lofton, PC, Certified Public Accountants, be accepted.

Commissioner Braun 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, Arne Morris, Bahati Mutisya, Joe Whitehouse, Yolanda Winstead.

Nay: None.

Resolution No. 4 (2024) has been adopted.

Mrs. Edgerton said a portion of this funding is for the subsidy we receive for public housing units. Each property has a PEL, which stands for Project Expense Level, which is the maximum amount we can receive from HUD per unit on that property.

The PEL is what HUD thinks it should take to maintain and manage a unit. From the PEL, we subtract the rent paid by the residents, which is based on their income, and that difference is what we receive from HUD as subsidy. The difference between calendar year 2023 and 2024 is approximately \$54,000, so there wasn't much change in the operating subsidy from last year.

HOUSING AUTHORITY OF THE CITY OF RALEIGH
RESOLUTION NO. 5 (2024)

WHEREAS, the Public Housing Operating Fund Program final rule was published in the Federal Register on September 19, 2005 (79 FR 5498) providing a new formula for distributing Operating Subsidy to individual Asset Management Projects within a housing authority; and

WHEREAS, HUD issued PIH Notice 2023-25 on September 1, 2023 which provided the most recent information to housing authorities for calculating the Operating Subsidy eligibility for all public housing properties for CY 2024; and

WHEREAS, at the beginning of the calendar year, HUD funds projects based on an estimate using pre-populated data; and later deploys the tools used to calculate subsidy; and

WHEREAS, HUD updated the Operating Fund Web Portal which includes the tools and full guidance for the CY 2024 Operating Subsidy on October 20, 2023; and

WHEREAS, HUD's Schedule states that PHAs must submit their completed CY 2024 HUD Forms 52722 and 52723 through the HUD Operating Fund Web Portal no later than November 20, 2023; and

WHEREAS, Formula Income (tenant rent) is subtracted from the Project Expense Level in the calculation of Operating Subsidy, which has the effect of reducing the funding provided by HUD; and

WHEREAS, HUD pre-populated the Formula Income for CY 2024 using the FYE 2022 Audited Financial Data Schedule ("FDS"); and

WHEREAS, staff has prepared the Calculation of Operating Subsidy eligibility for CY 2024 in accordance with the current regulations and most recent guidance; and

WHEREAS, the Calculation of Operating Subsidy eligibility for CY 2024 totaling \$5,279,440 is summarized on the attached spreadsheet 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 attached Calculation of Operating Subsidy for Calendar Year 2024 be approved.

BE IT FURTHER RESOLVED that should events occur which would significantly impact the Calculation of Operating Subsidy, staff is instructed to include these items in the revised calculation and report the changes to the Board of Commissioners at the next regular scheduled meeting.

Commissioner Braun moved and Commissioner Mutisya 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, Arne Morris, Bahati Mutisya, Joe Whitehouse, Yolanda Winstead.

Nay: None.

Resolution No. 5 (2024) has been adopted.

Mrs. Edgerton said Murphey School was part of Section Eight Mod Rehab Program, which started in 1988. The original HAP contract for this program expired in 2005 and HUD has been renewing the funding annually from project reserves. In August 2023, the Board authorized staff to request approval from HUD to extend the contract. We received that approval from HUD in December.

The contract runs on a calendar year basis and RHA's fiscal year is from April to March. This resolution provides funding from HUD for those first nine months of the upcoming fiscal year, which will begin in April and end in December. The \$372,765 of funds will be used to pay HAP. HAP is estimated at \$321,000 and Admin Fees of \$50,000. It also includes the cost of the annual audit.

HOUSING AUTHORITY OF THE CITY OF RALEIGH
RESOLUTION NO. 6 (2024)

WHEREAS, in June 1988, the Housing Authority of the City of Raleigh ("RHA") entered into an Annual Contributions Contract numbered A-2900-K with the U. S. Department of Housing and Urban Development ("HUD") for the administration of a Section Eight Moderate Rehabilitation program in the amount of \$14,148,000 to provide project-based housing assistance for a period of fifteen years; and

WHEREAS, the contracts for the Housing Assistance Payments (“HAP”) with the property owners were executed in stages with each stage having a separate fifteen year term resulting in contracts that expired at different times; and

WHEREAS, of the initial 104 units originally under contract in this program, only 46 remain; and

WHEREAS, the remaining units are part of Murphey School Apartments located at 443 North Person Street, which is owned by Murphey School, LLC; and

WHEREAS, the original HAP contract for these units expired on December 4, 2005; and

WHEREAS, HUD authorized the use of the available project reserves to extend the funding for additional twelve-month terms with the most recent term ending on December 4, 2023; and

WHEREAS, Murphey School contacted RHA on June 5, 2023 and requested the assistance be extended for another twelve-month term; and

WHEREAS, on Resolution No. 46 (2023), the Board authorized staff to request approval from HUD to extend the contract for the units at Murphey School Apartments for another twelve-month term; and

WHEREAS, on December 1, 2023, RHA received HUD approval to extend the contract for another twelve-month term effective December 5, 2023; and

WHEREAS, on January 4, 2024, staff prepared the HUD forms necessary to estimate the Annual Contributions required to administer the Moderate Rehabilitation program and to request payments for this program for fiscal year ending March 31, 2025 in the amount of \$372,765; and

WHEREAS, HUD does not require approval by the Board for revising the funding; and

WHEREAS, RHA hereby certifies that:

- All positions do not exceed 100 percent of any individual employee’s time
- It will comply with the requirements for access to records and audits
- It will comply with the requirements for recertification of family eligibility
- It will comply with the HUD regulations and requirements for inspection of units
- Housing Assistance Payments will be made only in accordance with Housing Contracts in the form prescribed by HUD and in accordance with HUD regulations and requirements; and

WHEREAS, HUD form 52663, Requisition for Partial Payment of Annual Contributions; HUD form 52672, Supporting Data for Annual Contributions Estimates; and HUD form 52673, Estimate of Total Required Annual Contributions are attached to this resolution and thereby made a part of this resolution; and

WHEREAS, revisions to these HUD forms may be necessary throughout the subject fiscal year as required by any changes in federal regulations including but not limited to changes in Fair Market Rents, changes to the calculation of the administrative fees, and as necessary to fund the actual utilization of the program;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF RALEIGH that the attached HUD forms as prepared and submitted to HUD for the Moderate Rehabilitation program in the amount of \$372,765 be approved.

BE IT FURTHER RESOLVED that staff be authorized to revise these documents throughout the subject fiscal year as may be necessary in order to provide sufficient funding to operate the Section Eight Moderate Rehabilitation Program.

(Commissioner Winstead abstained from voting on this resolution.)

Commissioner Braun 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, Arne Morris, Bahati Mutisya.

Nay: None.

Resolution No. 6 (2024) has been adopted.

Jim Farrell said staff comes to the Board once a year to go through all the types of fixed assets that we're about to write off. This year we have approximately \$36,000 that we're writing off. Most of that has been depreciated all the way down to zero. The two cameras and security system are part of a casualty loss so we're hoping to recoup some of that. They were a complete loss due to a flood in Glenwood Towers.

HOUSING AUTHORITY OF THE CITY OF RALEIGH
RESOLUTION NO. 7 (2024)

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 February 22, 2024 as follows:

- | | |
|--|-------------|
| • Book Cost/Basis | \$35,721.15 |
| • Accumulated Depreciation | \$31,518.03 |
| • Cost Net of Accumulated Depreciation | \$ 4,203.12 |

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 Braun 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, Arne Morris, Bahati Mutisya.

Nay: None.

Resolution No. 7 (2024) has been adopted.

Jim Farrell said this resolution is the custodial equipment write off. 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 \$8,631.75 and consists 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 shred them 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. 8 (2024)

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 \$8,631.75 made part of this resolution be approved for disposition as of February 22, 2024;

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 Braun 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, Arne Morris, Bahati Mutisya.

Nay: None.

Resolution No. 8 (2024) has been adopted.

Jim Farrell said in December staff brought a Procurement Policy revision to the Board for approval. However, we attached the procedural manual for review instead of the policy. This resolution corrects that error. The revisions have not changed – this resolution corrects the attachment that was submitted for review.

Commissioner Morris clarified that all purchases between \$10,000 and \$250,000 need to be approved. Mr. Farrell said that is correct. All purchases need approval. This revision adds tiers to the amounts. The Department head can approve anything up to \$10,000. Anything from \$10,000 to \$100,000 can be approved by the Deputy CEO. All purchases above \$100,000 would need to be approved by the CEO. Anything over \$250,000 would need Board approval.

**HOUSING AUTHORITY OF THE CITY OF RALEIGH
RESOLUTION NO. 9 (2024)**

WHEREAS, the Housing Authority of the City of Raleigh (“RHA”) administers programs which are federally funded through the U. S. Department of Housing and Urban Development (“HUD”); and

WHEREAS, the Procurement Policy is necessary to control how funds are spent, to designate which members of staff may make purchases or sign purchase orders, and to establish the dollar limit allowed for a single purchase; and

WHEREAS, 2 CFR Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards was issued December, 2013, then adopted by HUD and incorporated into regulation under Part 2400 in December 2014 ; and

WHEREAS, policies are set by the governing Board to ensure that the agency is ran in an effective and efficient manner; and

WHEREAS, procedural changes are designed by the Chief Executive Officer to implement policies that have been approved by the Board; and

WHEREAS, the previously approved resolution 71 (2023) adopted on December 7, 2023 was procedural; and

WHEREAS, approval of this resolution to the Procurement Policy supersedes and replaces the previous procedural changes; and

WHEREAS, any future procurement changes will be presented through a policy update and not through procedural changes; and

WHEREAS, the Procurement Policy has been reviewed and updated to reflect the following changes:

- Raise the threshold for micro purchase to less than \$10,000 (changed from \$5,000); an
- Raise the threshold for small purchases to \$10,000 - \$250,000 (changed from \$5,000 - \$250,000); and
- Update Procurement approval levels as follows:
 - Department Heads are authorized to approve purchases up to \$10,000 (changed from \$5,000)
 - The following items require the approval of the Deputy Executive Director (changed from the Executive Director):
 - All Travel (Out of Town)
 - All Training
 - All Temporary staffing services
 - All expenditures from the Local Housing Fund (G/L 02); CAD General (G/L 15); and OCAC General (GL 70)
 - Warehouse Stock of \$20,000 to \$100,000
 - All Annual Contracts and Annual Purchase Requests up to \$100,000
 - All other Purchase Requests and Contract Requests from \$10,000 to \$100,000
 - The Chief Executive Officer's approval is required for all contract and purchase requests of \$100,000 or more; and

WHEREAS, staff has drafted a Procurement Policy for consideration by the Board of Commissioners, which is attached to 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 the attached Procurement Policy be adopted and be effective immediately.

Commissioner Braun 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, Arne Morris, Bahati Mutisya, Joe Whitehouse, Yolanda Winstead.

Nay: None.

Resolution No. 9 (2024) has been adopted.

Liz Edgerton said this resolution authorizes the Deputy CEO to sign and execute necessary documents as the Acting CEO when the CEO is on leave. This is necessary to continue the day-to-day operations of the agency.

HOUSING AUTHORITY OF THE CITY OF RALEIGH
RESOLUTION NO. 10 (2024)

WHEREAS, the Housing Authority of the City of Raleigh (“RHA”) administers programs which are federally funded through the U. S. Department of Housing and Urban Development (“HUD”); and

WHEREAS, the Chief Executive Officer’s (“CEO”) role is the management and the day-to-day operations of the public housing authority; and

WHEREAS, the CEO files and executes required documents on behalf of the agency while managing the business on the day-to-day basis; and

WHEREAS, to continue the operations of the agency when the CEO is on leave, the Deputy Chief Executive Officer for Administration and Finance will have the authority to execute documents as the Acting CEO;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF RALEIGH that the Deputy CEO is authorized to sign and execute necessary documents in an Acting capacity.

Commissioner Braun 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, Arne Morris, Bahati Mutisya, Joe Whitehouse, Yolanda Winstead.

Nay: None.

Resolution No. 10 (2024) has been adopted.

Donna Perez said this resolution approves the performance and evaluation report for Capital Fund Program Grant that was issued in 2020. The allocations total \$4,133,717.00. Subsequent to the inception of grant eligibility, HUD increased the amount by \$30,029.00, with final funding allocations totaling \$4,163,746.00.

HOUSING AUTHORITY OF THE CITY OF RALEIGH
RESOLUTION NO. 11 (2024)

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 NC19P00250120 in February 2020 with funding allocations totaling \$4,133,717.00; and

WHEREAS, subsequent to the inception of grant eligibility, the funding allocations increased by \$30,029.00, with final funding allocations totaling \$4,163,746.00; 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 NC19P00250120 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 NC19P00250120 be approved for submission to the Department of Housing and Urban Development.

Commissioner Braun 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, Arne Morris, Bahati Mutisya.

Nay: None.

Resolution No. 11 (2024) has been adopted.

Donna Perez said this resolution relates to the Capital Fund Program grant that was issued in 2021 by HUD. The initial funding was \$4,298,714.00. Subsequent to the inception of this grant, the funding allocation was increased by \$19,587.00 for a final funding allocation totaling \$4,318,301.00. All of the designated work items associated with this grant have been completed with the corresponding funding fully expended so this grant is eligible for close out.

HOUSING AUTHORITY OF THE CITY OF RALEIGH
RESOLUTION NO. 12 (2024)

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 allocations are used for capital improvements to the public housing inventory; and

WHEREAS, RHA was awarded Capital Fund Program grant NC19P00250121 in February 2021 with funding in the amount of \$4,298,714.00; and

WHEREAS, subsequent to the inception of grant eligibility, the funding allocations increased by \$19,587.00, with final funding allocations totaling \$4,318,301.00; and

WHEREAS, the designated work items approved for implementation have been completed with corresponding funding fully expended and therefore the grant is eligible for close out; and

WHEREAS, the final performance and evaluation report for Capital Fund Program grant was revised in this regard and is attached hereto and by reference made part of this resolution; and

WHEREAS, staff recommends that the revised final performance and evaluation report for Capital Fund Program grant NC19P00250121 be approved;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF RALEIGH that the revised final performance and evaluation report for Capital Fund Program grant NC19P00250121 in the amount of \$4,318,301.00 is approved for submittal to the Department of Housing and Urban Development.

Commissioner Braun 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, Arne Morris, Bahati Mutisya.

Nay: None.

Resolution No. 12 (2024) has been adopted.

ADJOURNMENT

There being no further business to come before the Board, the RHA Board Meeting adjourned at 6:50 pm.