



MEETING OF THE BOARD OF COMMISSIONERS
OF THE HOUSING AUTHORITY OF THE CITY
OF WILMINGTON, NORTH CAROLINA
March 2, 2021

The regular meeting of the Wilmington Housing Authority (WHA) Board of Commissioners was held on Tuesday, March 2, 2021 at 4:00 p.m. at 1524 S 16th Street, Wilmington, NC.

Commissioners Present:

Kenneth S. Chestnut, Sr., Chair
Lee Backston, Commissioner
Theresa Everett, Commissioner
Nancy Guyton, Commissioner
A.R. Sharp, Commissioner

Others Present:

Katrina Redmon, Chief Executive Officer
Kevin Carlson, VP/CDO
Kim Fitzwater, VP/CFO
Patrick Kelly, VP/COO
Lynne Picard, VP/Community Engagement and Enhancement
Julia Shaw, Exec. Asst./Communications Coord.

1. Call to Order

The meeting was called to order by Chair Chestnut at 4:00 p.m. pursuant to the Public Notice.

2. Roll Call

Roll call was taken and a quorum was present.

3. Approval of Agenda

The Agenda of the March 2, 2021 WHA Board of Commissioners Meeting was reviewed, the motion to approve the agenda, with the noted addition, was made by Commissioner Guyton, seconded by Commissioner Backston and unanimously approved.

4. Old Business

Minutes of the February 2, 2021 WHA Board of Commissioners Meeting were reviewed, the motion to approve minutes was made by Commissioner Everett, seconded by Commissioner Guyton and unanimously approved.

5. New Business

• **Special Presentation**

Ms. Linda Pearce-Thomas spoke to the Board and staff in attendance about her experiences growing up and living in Wilmington as well as Wilmington history from the 1898 coup d'etat, through the Jim Crow era, and the civil rights movement. Ms. Pearce-Thomas spoke about the segregation of neighborhoods in

Wilmington and which areas and schools were black or white.

Commissioner Chestnut and Ms. Redmon thanked Ms. Pearce-Thomas for her time and the valuable insight she provided. Commissioners and staff subsequently expressed their appreciation for the presentation.

- **Committee Updates**

Acquisition, Renovation & Development Committee Report

Commissioner Sharp said that the committee met on February 23rd, 2021 and there was a quorum. Current projects were reviewed. There is nothing additional to report.

Finance & Audit Committee Report

Commissioner Chestnut informed us that the Finance & Audit Committee met on February 23rd, 2021 and there was a quorum. Financial Statements were reviewed and resolutions were recommended for approval.

Strategic Planning Committee Report

Commissioner Backston reported that the committee met on February 22nd, 2021 and there was a quorum. Lynne Picard is the liaison for the committee and has created a working draft. Commissioner Backston, Commissioner Everett and Ms. Picard have met in order to identify gaps and metrics. The next version of the working document will have metrics filled in. Commissioner Backston expects that a draft version of a Board dashboard will be ready in April and a functioning dashboard ready by August.

6. Resolutions

FINANCE RESOLUTIONS

Resolution No. 1391 – Resolution Approving the Housing Authority of the City of Wilmington, North Carolina Unaudited Financial Statements for the Period Ended January 31, 2021

Resolution No. 1392 – Resolution Approving the Creekwood South, LLC Financial Statements for the Period Ended January 31, 2021

A motion from Committee to approve Resolution No. 1391 and 1392 was seconded by Commissioner Guyton and passed unanimously.

Resolution No. 1393 – Resolution Authorizing Write-off of Vacated Tenants Accounts Receivable in the Amount of \$1,052.49 for the Period Ended January 31, 2021

A motion from Committee to approve Resolution No. 1393 was seconded by Commissioner Backston and passed unanimously.

Resolution No. 1394 – Resolution Approving the Housing Authority of the City of Wilmington, North Carolina Operating Budget for Fiscal Year Ending March 31, 2022

A motion from Committee to approve Resolution No. 1394 was seconded by Commissioner Backston and passed unanimously.

PROCUREMENT RESOLUTIONS

Resolution No. 1395 – Resolution Authorizing the Chief Executive Officer to Execute a Contract for Renovations at Houston Moore in an Amount Not to Exceed \$915,045

Commissioner Chestnut summarized the background reported in committee.

A motion from Committee to approve Resolution No. 1395 was seconded by Commissioner Guyton and passed unanimously.

Resolution No. 1396 – Resolution Authorizing the Chief Executive Officer to Execute Multiple Corporate Leases for Apartments for Residents Not to Exceed a Total Amount of \$200,000

Redmon summarized the background reported in committee.

A motion from Committee to approve Resolution No. 1396 was seconded by Commissioner Guyton and passed unanimously.

7. Department Updates

- **Housing Choice Voucher**

Ms. Redmon said that La-Tanya Rivers has been promoted to Director of HCV. ERA Consulting is still a resource and is currently working on staff training.

There was discussion about utilization. The major issue is available units at a cost that participants can afford. This is why WHA pays 110% of HUD's fair market rent (FMR). However, landlords can charge much more in Wilmington and HUD's FMR is very low for the area. Additionally, a PHA only has an allotted amount of funding so by paying a higher rent, fewer vouchers can be issued.

- **Property Management**

Mr. Kelly reported that effective occupancy is 95%, actual occupancy is 89% due to offline units. We will not see this decrease in the short term as needed mitigation and repairs are addressed.

- **Community Engagement**

Ms. Picard reported that she has just received crime stats and these will be included in next month's packet. Her department's activities included assisting with and providing space for 56 Solomon Towers residents to receive first and second COVID vaccine shots, working with WAVE Transit to connect residents with the vaccine, and partnering with NHRMC to provide improvements to Creekwood community center.

Ms. Picard submitted an application for, and WHA is a successful recipient of, a CLPHA grant which will enable the Housing Authority to provide ipads to senior residents on a lending basis and to provide

baskets of useful items to them such as hand sanitizer, masks, and cleaning supplies.

9. Other Business

Board Chair Chestnut said that Commissioner Gearity has resigned due to business demands but has expressed that he is happy to be a resource for WHA.

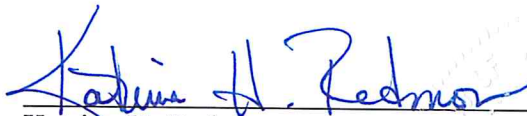
10. CEO Remarks

Ms. Redmon reported that WHA received a thank you and recognition from the U.S. Census Bureau for participation in their Partnership Program. Commissioner Chestnut sat on that committee on behalf of WHA. Ms. Redmon expressed gratitude for Mr. Chestnut's participation on behalf of the Housing Authority.

11. Adjournment

A motion to adjourn the Annual Meeting of the Board of Commissioners of the Housing Authority of the City of Wilmington, North Carolina was made by Commissioner Backston, seconded by Commissioner Guyton and passed unanimously.

(SEAL)


Katrina H. Redmon
Chief Executive Officer and Secretary

