



REGULAR MEETING OF THE BOARD OF COMMISSIONERS
OF THE HOUSING AUTHORITY OF THE CITY OF WILMINGTON, NORTH CAROLINA

September 13, 2022

4:00 p.m.

The regular meeting of the Wilmington Housing Authority (WHA) Board of Commissioners was held at Rankin Place Terrace, 415 N 12th Street, Wilmington, NC.

Commissioners Present:

Jeff Hovis, Chair
Lee Backston, Commissioner
Hollis Briggs, Commissioner
Joan Johnson, Commissioner
Livian Jones, Commissioner
Betsy Kahn, Commissioner

Others Present:

Tyrone Garrett, CEO
Vernice Hamilton, Sr. VP/Administration and Human Resources
Kinteh Darboe, Sr. Vice President/Chief Financial Officer
John Batey, Sr. Vice President Operations & Development
Chauntrell Burns, Vice President Procurement
Collese Morris, Vice President Property Management
Hattie McIver, Director of Resident Services
Julia Shaw, Administrative Manager
Sonia Muldrow, Creekwood Resident
Kelly Kenoyer, WHQR

The meeting was called to order by Commissioner Hovis at 4:04 p.m. pursuant to the Public Notice.

1. Roll Call

Roll call was taken and a quorum was present.

2. Approval of Agenda

The agenda was reviewed, the motion to approve the agenda with the noted additions was made by Commissioner Kahn, seconded by Commissioner Briggs and unanimously approved.

3. Old Business

Minutes of the August 2, 2022 WHA Board of Commissioners Annual Meeting were reviewed, the motion to approve minutes was made by Commissioner Kahn, seconded by Commissioner Briggs and unanimously passed.

4. New Business

- **Community Outreach and Resident Relations Committee**

Commissioner Backston reported that the committee met on July 27th, WHA staff reported updates and the Housing Taskforce also reported. Crime overall on sites remains low. Resident participation was a topic of discussion.

- **Real Estate Development Committee**

The committee met on July 27th and there was a quorum. An MOU is being worked out with the Hillcrest developer. Jervay RAD, Houston Moore Demo-Dispo, and Physical Needs Assessments (PNAs) were discussed.

- **Policy, Administration and Finance**

Bills are now 60 days out and will be 30 days or less soon. Paying vendors in a timely manner is a priority.

5. Resolutions

FINANCE RESOLUTION

Resolution No. 1501 – Resolution Approving the Bills for the Period Beginning July 1, 2022 and Ended July 31, 2022

Action: Recommend Approving Bills for the Period Beginning July 1, 2022 and Ended July 31, 2022 to the full Board

This is a list of all bills paid by WHA for the Period Beginning July 1, 2022 and Ended July 31, 2022.

A motion from committee passed unanimously.

PROCUREMENT RESOLUTION

Resolution No. 1502 – Resolution Approving the Disposal of Office Equipment Beyond Its Lifespan

A motion from committee passed unanimously.

HOUSING CHOICE VOUCHER RESOLUTION

Resolution No. 1503 – Resolution Authorizing the Implementation of a Family Self-Sufficiency (FSS) Action Plan

Ms. Elkins said that the program has updated some of its guidelines which necessitated an updated action plan. Some of the changes include inclusion of anyone in the household into the program, and disbursements are allowed if approved.

A motion by Commissioner Kahn to approve Resolution No. 1503 was seconded by Commissioner Jones and passed unanimously.

6. Department Updates

- **Housing Choice Voucher**

6 displaced public housing families are leased up through the program.

- **Property Management**

Mr. Garrett reviewed dashboards and said that tenants accounts receivable will be an additional one starting next month. Each site should be at least 80% but it's important to track who is on a payment plan.

WHA Board of Commissioners

- **Community Engagement**

Nothing additional.

7. Other Business

Mr. Garrett said that an agreement for furniture stipends or furniture vouchers will be rolled out. The amounts are based on what WHA has available and is able to use for this purpose. These expenses must come from operating funds, not capital funds, which means that the City and County loans, the NCORR grant, and any potential HUD emergency grant may not be used for this purpose. A special department formed for the purpose continues to assist returning residents.

8. CEO Update

Nothing additional.

9. Adjournment

A motion to adjourn the meeting was made by Commissioner Kahn, seconded by Commissioner Johnson and passed unanimously.

(SEAL)



Tyrone Garrett, JD
Chief Executive Officer and Secretary