



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

August 1, 2023
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, Chairperson
Nancy Guyton, Commissioner
Stuart Franck, Commissioner
Joan Johnson, Commissioner
Hollis Briggs, Commissioner
Betsy Kahn, Commissioner
Kevin Littlejohn, Commissioner

Others Present:

Tyrone Garrett, CEO
Vernice Hamilton, SVP Administration and HR
Kinteh Darboe, Sr. VP of Finance and Administration/CFO
John Batey, Senior SVP of Operations & Development
Hattie McIver, VP of Resident Services
Collese Morris, VP of Property Management
Chauntrell Burns, VP of Procurement
Elena Camacho, Executive Assistant

1. Call to Order

The meeting was called to order by Chairperson Hovis at 4:05 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 was reviewed, a motion to approve the agenda was made by Commissioner Kahn, seconded by Commissioner Littlejohn and unanimously approved.

4. Old Business

Minutes of the previous meeting were reviewed, the motion to approve the minutes was made by Commissioner Franck, seconded by Commissioner Littlejohn, and passed unanimously.

5. New Business

- **Finance and Development Committee**

Commissioner Franck reported there was brief discussion about the Jervay and Telesis negotiations. He also reported that WHA was working to receive money from the City of Wilmington.

6. Financial Resolutions

- **Resolution 1552 Approving the July 2023 Bills**

A motion to approve resolution number 1552 was made by Commissioner Hovis, seconded by Commissioner Guyton and passed unanimously.

WHA Board of Commissioners

- **Resolution 1553 Authorizing April-June 2023 Write Offs**

A motion to approve resolution number 1553 was made by Commissioner Hovis, seconded by Commissioner Guyton and passed unanimously.

7. Procurement Resolutions

- **Resolution 1554 Approving Multiple Contracts for Repairs to Vacant Unit Turns With RDK Construction & Deshawn Ballard In The Amount Not To Exceed \$60,000.**

A motion to approve resolution number 1554 was made by Commissioner Hovis, seconded by Commissioner Guyton and passed unanimously.

7. Department Updates

- **Property Management**

Ms. Morris reported that Lanida Rodman has joined the Property Management Department and they are actively working to get residents back home. There are only four families left in corporate housing. Rent collection numbers continue to increase as well as occupancy numbers.

- **Housing Choice Voucher**

Ms. Elkins reported that her department is working on the Administration Plan, because the last update to the plan was done in 2013.

8. CEO Update

Nothing Additional at this time,

9. Other Business

Nothing Additional.

11. Adjournment

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

(SEAL)

Tyrone Garrett, JD
Chief Executive Officer and Secretary