



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

October 3<sup>rd</sup>, 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 12<sup>th</sup> Street, Wilmington, NC.

**Commissioners Present:** Jeff Hovis, Chair  
Nancy Guyton, Commissioner  
Hollis Briggs, Commissioner  
Livian Jones, Commissioner  
Betsy Kahn, Commissioner  
Stuart Franck, Commissioner  
Bryan Greene, Commissioner  
Kevin Littlejohn, Commissioner

**Others Present:** Tyrone Garrett, CEO  
Vernice Hamilton, Sr. VP of Administration and HR  
John Batey, Senior Sr. VP of Operations & Development  
Zorya Elkins, VP of Housing Choice Voucher  
Kinteh Darboe, SVP of Finance  
Elena Camacho, Executive Assistant

**1. Call to Order**

The meeting was called to order by Commissioner Hovis 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 was reviewed, a motion to approve the agenda was made by Commissioner Briggs, seconded by Commissioner Franck and unanimously approved.

**4. Approval of Previous Meeting Minutes**

Minutes of the September 12<sup>th</sup>, 2023, WHA Board of Commissioners Meeting were reviewed, the motion to approve the minutes was made by Commissioner Kahn, seconded by Commissioner Franck and passed unanimously.

**5. New Business**

• **Tidewater Public Hearing**

The public hearing was opened at 4:09 pm. No one was present from the public. The hearing closed at 4:11 pm.

• **Finance and Development Committee**

Commissioner Franck reported that the board had received the quarterly trial balance to review. It was also reported that there had been three responses for the Solomon Towers RFQ.

- **Community Outreach and Resident Services**

The taskforce updates had been reported and they also held the FSS Graduation. Commissioner Hovis was concerned about overall “CORS” attendance from residents and how that could be resolved.

## **6. Administrative Resolutions**

- **RESOLUTION 1556 APPROVING THE HOUSING AUTHORITY OF THE CITY OF WILMINGTON, NORTH CAROLINA SEPTEMBER LIST OF BILLS**

A motion was made by Commissioner Hovis, seconded by Commissioner Briggs and passed unanimously.

- **RESOLUTION 1557 APPROVING FINANCING TEAM AND MAKING CERTAIN FINDINGS WITH RESPECT TO THE ISSUANCE OF THE MULTIFAMILY HOUSING REVENUE NOTE (STARWAY VILLAGE I)**

A motion was made by Commissioner Hovis, seconded by Commissioner Briggs and passed unanimously.

- **RESOLUTION 1558 AUTHORIZING ISSUANCE AND SALE OF MULTIFAMILY HOUSING REVENUE NOTE (STARWAY VILLAGE I)**

A motion was made by Commissioner Hovis, seconded by Commissioner Briggs and passed unanimously.

- **RESOLUTION 1559 APPROVING FINANCING TEAM AND MAKING CERTAIN FINDINGS WITH RESPECT TO THE ISSUANCE OF THE MULTIFAMILY HOUSING REVENUE NOTE (STARWAY VILLAGE II)**

A motion was made by Commissioner Hovis, seconded by Commissioner Briggs and passed unanimously.

- **RESOLUTION 1560 AUTHORIZING ISSUANCE AND SALE OF MULTIFAMILY HOUSING REVENUE NOTE (STARWAY VILLAGE II)**

A motion was made by Commissioner Hovis, seconded by Commissioner Briggs and passed unanimously.

#### **7. Procurement Resolutions**

- **RESOLUTION 1561 APPROVING DISPOSAL OF HOUSEHOLD FURNITURE**

A motion was made by Commissioner Hovis, seconded by Commissioner Briggs and passed unanimously.

#### **8. Housing Choice Voucher Resolutions**

- **RESOLUTION 1562 AUTHORIZING CHANGE OF THE HOUSING CHOICE VOUCHER PROGRAM PAYMENT STANDARDS SCHEDULE TO REFLECT 100% OF 2024 HUD FAIR MARKET RENTS WITH THE EXCEPTION OF 5 BEDROOM UNITS AT 100.5% EFFECTIVE JANUARY 1, 2024**

A motion was made by Commissioner Hovis, seconded by Commissioner Briggs and passed unanimously.

#### **7. Department Updates**

- **Housing Choice Voucher**  
Ms. Elkins reported her department is still working on the Admin Plan.
- **Property Management**  
Nothing Additional at this time.

#### **8. Other Business**

Nothing Additional.

#### **9. CEO Comments**

Mr. Garrett reported that his office was working to complete the application to the North Carolina Endowment.

**10. Adjournment**

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

(SEAL)

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Tyrone Garrett, JD  
Chief Executive Officer and Secretary