

MINUTES OF A REGULAR MEETING OF  
THE HOUSING AUTHORITY OF THE CITY OF RALEIGH  
BOARD OF COMMISSIONERS  
JUNE 22, 2023

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, June 22, 2023 at 5:00 p.m. The meeting was not held via Zoom due to equipment problems.

The Board Chair called the meeting to order and upon roll call the following were present and absent:

Present: Eric Braun, Valerie Crutchfield, Susan Ellinger, Niya Fonville-Swint, Arne Morris, Gregg Warren, Joe Whitehouse, Yolanda Winstead.

Absent: Bahati Mutisya.

Visitors: Charles Francis, Francis Law Firm, PLLC; Charlie Heritage, South Creek Development.

RHA Staff: Sonia Anderson, Priscilla Batts, Liz Edgerton, Ashley Lommers-Johnson, Laura McCann, Jennifer Morgan, Donna Perez, Jason Schloop, Gwen Wall.

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

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RECOGNITION OF VISITORS

There were no visitors at the meeting this evening.

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PUBLIC COMMENTS

There were no public comments at tonight's meeting.

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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 March 2023.

Charge-off of delinquent resident accounts April 2023.

Charge-off of delinquent resident accounts May 2023.

Item 2

No Financial Statements due to year-end closeout.

Item 3

Vacancy and Turnover Summary for March 2023.

Vacancy and Turnover Summary for April 2023 & May 2023.

Item 4

Minutes of the March 23, 2023 regular meeting.

Minutes of the May 25, 2023 regular meeting.

Commissioner Warren asked about an item in the minutes where the resident commented on concerns. Does anybody recall what that was identified in the meeting minutes as a concern? The Board had asked for a report back on those concerns.

Mrs. Edgerton said that was Paul Copolla. Staff reached out to her to address her concerns and she wanted to see her file. We set up an appointment for her to look at her file.

Sonia Anderson said Ms. Copolla is currently away for the summer. When she comes back she will contact us about setting up an appointment.

Commissioner Warren asked for a report back to the Board when that has been resolved.

Commissioner Braun moved and Commissioner Ellinger seconded approval of the Consent Agenda.

A vote being called, the ayes and nays were as follows:

Aye: Eric Braun, Valerie Crutchfield, Susan Ellinger, Niya Fonville-Swint, Arne Morris, Gregg Warren, Joe Whitehouse, Yolanda Winstead.

Nay: None.

The Consent Agenda has been adopted.

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**REPORT OF THE BOARD CHAIR**

The Board Chair had no report.

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**REPORT OF THE BOARD SECRETARY**

**Federal Funding Update**

- An agreement to raise the debt limit avoided potentially catastrophic funding issues for all federal programs, including housing.
- The agreement also set caps on defense spending with an allowance for inflation and a cap on discretionary spending without an allowance for inflation.
- However, the House is threatening to limit discretionary spending further by an across-the-board cut of 1%. This will have an impact on RHA's programs next year.

- In addition, there is a possibility that the government will be shut down if agreement is not reached by September 30.

Commissioner Braun asked if staff would give a report at the next meeting where RHA was pre-COVID – RHA received an increase during COVID. How much higher RHA is than pre-COVID– the federal component across all programs.

### **Cyber Security Update**

- RHA is in the final stages of recovery after the cyber incident.
- There is one software application that was affected that we are still trying to repair. However, we are able to perform all the work that we are required to.
- We still have no update on data that may have been leaked.
- The National Guard Team Leader returned to RHA on June 12 to provide Cyber Security Training to all staff.
- As part of our transition to a more secure IT environment, we are in the middle of the implementation of Microsoft 365, a cloud-based suite of applications. By next week we will switch over to the Outlook application that is part of the 365 suite.
- We had received and discussed quotes for Cyber Security Insurance the week prior to the cyber incident. We will be requesting an update on the quotes after informing bidders of the cyber incident.

Commissioner Braun suggested staff thank the National Guard for their exemplary service regarding this incident. We could also invite the team leads to a meeting to thank them in person.

Mr. Lommers-Johnson said that is a good idea. Part of it is a testament to the North Carolina State’s response system. They put together an inter-regency team and the National Guard are the ones who come out to the sites. We will thank the National Guard and find some other agencies to thank as well.

### **Heritage Park Planning: Resident Engagement**

- I met with the Resident Council President on June 9. The Planning Team met with Resident Leaders on June 14. The June 15 meeting with residents had great attendance, thanks mainly to the work of BLWall, the community engagement consultant.
- The purpose of the meeting was to introduce the planning teams and to outline the planning process.
- Residents expressed significant dissatisfaction with maintenance services as well as confusion about why they are facing charges for damage to units if Heritage Park is obsolescent. (Staff is currently addressing the issues that came up in the meeting.)
- Residents also wanted assurance that all residents would be allowed to move back to Heritage Park.
- I felt that I needed a clearer formulation of RHA's position on that question without later having to backtrack.
- It will be most helpful prior to the stakeholder meeting next week to outline a set of relocation principles.

- This would include that only tenants in good standing would be allowed to return, with good standing to be defined early on in the planning process.
- It could also include that eligibility criteria would be defined during the planning process in a discussion about what kind of community a redeveloped Heritage Park will be.

Commissioner Warren said he thought RAD was more explicit on the right to return than Section 18.

Mr. Lommers-Johnson said that is correct.

Commissioner Warren said that the Development Principles that were adopted said that no matter which route we went, we would accept the RAD response that gives residents the right to return, subject only to lease violations and serious criminal accounts.

Commissioner Whitehouse said that has been our guiding principle since we began the process.

Mr. Lommers-Johnson said the principles state that all lease-compliant residents will return. I think that's different from RAD, where they're not allowed to be rescreened coming back.

Commissioner Warren said if you articulate that the position is in our Board-approved process, if we did end up going with RAD, that would only be more permissive rather than less. If articulated the position adopted by the Board, then you're covered.

Commissioner Braun said the principles we adopted are on the website so those are the ones that are publicly available. If those aren't the ones, then they need to come down off the website.

Commissioner Warren said Mr. Lommers-Johnson's point is that if we went RAD it will be even more permissive to the residents because there'd be no pre-screening.

Mr. Lommers-Johnson said that is correct.

Commissioner Whitehouse said we have been telling the public that we will allow all residents to return, as long as they are in good standing. We need to be consistent with that.

Commissioner Braun said there is a misunderstanding that because the development might be mixed-income, there will be less units for the 0-30% AMI. We should address that issue to give the public reassurance that there will be more opportunities for people in the lower income levels.

Commissioner Whitehouse said it would be a good idea to communicate what we think "mixed-income" will be.

- The Department of Contract Services in coordination with Procurement is finalizing an RFP for physical needs assessment for all RHA public housing properties.

- The selected consultant will analyze whether any of the properties meeting the physical obsolescence test, which is need for Section 18 Disposition Approval.
- The obsolescence determination for Heritage Park will be updated.
- The analysis will also be used to determine the capital repairs needed under a RAD conversion.
- Finally, the analysis will provide guidance for the use of the Capital Fund.

Commissioner Warren said, in regards to the other properties, JDavis was employed to do some schematic redevelopment plans for those other properties.

Donna Perez said that is correct. JDavis was engaged to do rough drawings for Birchwood/Eastwood, Mayview, Glenwood Towers, and Kentwood.

Commissioner Braun requested copies of those schematics be sent to the Board. He also said to make sure it is very clear on the schematics that this is a “preliminary study” because they are public records. If someone asks for them, and they aren’t marked clearly as “preliminary”, people will think we’ve already decided what we’ll do with the properties.

### **Housing Choice Voucher Update**

- Increased voucher utilization will be a high priority until we approach 100%. We have close to 400 vouchers that are unutilized.
- As a source of some comfort, the decline in utilization has been felt nationwide. Nationally, the utilization rate is 85%. NC PHAs have an average 81% utilization. RHA's rate is close to 91%.
- Other good news is that RHA is one of very few PHAs with enough annual HAP subsidy plus reserves that can sustain 100% utilization.
- In response to the declining Voucher Utilization Percentage, a number of actions have been taken:
  1. All payment standards have been increased to 120%
  2. Inspections are offered within 24 hours of a Request for Tenancy Approval
  3. Two contract specialists are now working on finalizing contracts with owners.
  4. A landlord incentive of \$500 per unit has been implemented with consideration of increasing it to the equivalent of one month's rent until we reach a certain level of utilization.
- There is some evidence that utilization is moving in the right direction, but we will have a better sense in the form of data to confirm after the end of June.
- The Director of the HCV will develop strategies focused on landlord retention. We appear to be losing current landlords for a number of reasons. Strategies will be developed to address these causes.

Commissioner Warren asked about the “Coordinated Entry” in RHA’s local preferences – we’re not doing so well in placing those 80 units. I heard that the operation is non-functional – is that your experience?

Mrs. Batts said there are some organizational issues. Coordinated Entry is focusing on the EHV vouchers (people who are unhoued).

Commissioner Braun said the county manager called for a meeting with the community and it was shocking. There's virtually nobody answering phone calls for the Coordinated Entry. I also sat in on the last emergency housing voucher meeting and the woman that leads it said that she was no longer going to be doing it next month and asked, of the group, who was going to be taking over the Chair position. Nobody stepped up to that. The county is taking all of it over. They've been very upfront, but there's going to be some transition time.

Commissioner Warren asked if there is any role that we can play effectively in this?

Commissioner Braun said I think it's out of our hands.

Mrs. Batts said those vouchers can still be used by the regular process. We're not holding them back.

### **Project-Based Vouchers**

- PBVs is a medium-term strategy to ensure that we use all vouchers allocated to RHA. In meetings with a number of nonprofit and for profit housing developers and owners, there is strong interest in receiving PBVs for a variety of properties. I am confident that PBVs in combination with our other strategies will yield 100% utilization by the end of 2024.
- Through project-basing, we will also achieve other objectives:
  1. Strong partnerships with other housing providers and funders.
  2. Increased availability of opportunities for relocation.
  3. Ability to develop new housing.
  4. Ability to redevelop current Public Housing properties
- We are completing a draft RFP for PBVs. The RFP could be ready for publication by the middle of July. Selection of projects will, in part, be made with the onset of the Heritage Park relocation.

Commissioner Warren said he would like to see that we have an emphasis on rewarding projects that are being delivered in areas of opportunity, higher incomes, and dispersing affordable housing throughout the city. I think that would be helpful locational criteria to include.

- Members of the Board may be interested in an extended briefing more about this initiative. We could schedule an optional work session for Board Members to gain more information and determine if additional Board direction is needed.

### **Transfer of Assistance**

- Related to PBV of Tenant-Based Vouchers, RHA also has the opportunity to project-base RAD PBVs in non-public housing properties owned by RHA or others.
- This option provides a major opportunity for the redevelopment of RHA's PH properties.
- RAD allows PHAs to convert PH to PBVs and use private or public debt and tax credit equity to renovate the properties. This is the most typical RAD conversion.

- However, RAD also allows a PHA to "transfer" the RAD PBVs to other properties it owns or is owned by others. For example:
  - RHA could use RAD to reposition a site like Birchwood/Eastwood by transferring the RAD PBV assistance and then redevelop the current site and provide more affordable housing. One of the nonprofits that I have been in communication with is willing to accept all of the RAD PBVs from Birchwood to support 96 of the 100 units currently under construction. This would be a win-win for RHA and the nonprofit. In addition, it would be a win for residents also because the nonprofit would make its units available as a relocation option for RHA residents.
- This could be repeated for other sites like Mayview, Kentwood, Stonecrest and Glenwood Towers.
- RAD PBVs and regular PBVs could be used in combination in the same property.

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#### REPORT OF THE REPOSITIONING COMMITTEE CHAIR

There was no report of the Repositioning Committee Chair this evening.

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#### COMMISSIONER COMMENTS

Commissioner Braun said I've been meeting with Ashley with some people in the community and just want to say he's done a great job and has impressed everybody he's met with. We met with the mayor and she was excited to hear a different perspective and orientation that we're trying to get with the housing authority.

Commissioner Braun said, regarding communications with Heritage Park, I would encourage that group to create a rapid response team because there are people in the social media world that are going to grab on to comments and things that we're doing. We need someone to monitor social media and Facebook and respond quickly to negative comments and misunderstandings.

Commissioner Warren said he just looked at the RHA website and didn't see any new information about Heritage Park. Is that forthcoming?

Mr. Lommers-Johnson said we'll be working with P3 to get that completed.

Commissioner Whitehouse asked about the Strategic Plan.

Mr. Lommers-Johnson said we've re-engaged the consultant, EJP, in strategic planning. We had a second meeting to finalize the schedule. The goal is to get a Strategic Plan completed by the end of this calendar year. We are about to send out a Doodle Poll to schedule a retreat. At this point, the idea is a 2-day retreat. We'll send out some dates in October to see how many of you can be available during three or four time slots. So by that time, a significant amount of research and data gathering will have been completed and we will get together with the

executive staff to make some headway on a Strategic Plan and make sure that there are clear goals and objectives that are established for the draft to be available by the end of December.

Commissioner Warren said we had discussed also having the CAD Board involved in that. We attempted to hold a joint meeting of the RHA Board and CAD Board. We had a date, and as it turned out, none of the RHA Board showed up.

Commissioner Morris said he was going to talk to Ashley about getting something scheduled between the two Boards. That is something I think can be very important. They don't necessarily need to be involved in the Strategic Planning, however, we need to work with them on how it's written.

Commissioner Braun said I think there needs to be a component of CAD and its properties. We need to think about how that plugs into our Strategic Plan.

Commissioner Morris added that they can be a strategic partner.

Commissioner Whitehouse reminded staff about having an RHA property bus tour (possibly in the fall).

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#### NEW BUSINESS

Mr. Lommers-Johnson said this resolution amends the inducement resolution approved by the Board on May 6 2021 from \$17 million to \$21 million in multifamily housing revenue bonds for the Terrace at Rock Quarry. The project consists of 132 units. The increased construction costs led to a need for a higher amount in order to meet the 50% test requirement for bond project costs to be financed with tax exempt private activity bonds. Charlie Heritage is available by phone if there are any questions.

Commissioner Whitehouse asked if they have a GC contract in place since the increase of the \$4 million is for construction costs.

Mr. Heritage said we do not have a contract in place yet. We are going through the permitting process with the City of Raleigh, and expect our administrative site review (ASR) approval within the next two weeks. We do not anticipate additional change after ASR as far as the design. We have a contractor who has been working with us with numbers and we get updates from him every two months – whether or not the price is holding or going up. It has been steady for the past several months and we anticipate that holding. I don't anticipate the construction cost going up as much as it did since we applied for tax credits on this job in 2021. At the time we had \$17 million in bonds, and after the recent cost increase, five or six months ago, we were just under the 50% test. With these additional bonds, we're at right about right around 60% so it gives us cushion in case something else were to happen (although we don't anticipate it). We do have a contractor that we're going to work with, we just have not locked them in yet with the contract.



Mr. Heritage said we feel comfortable our pricing. The City of Raleigh and Wake County have both committed funds to this deal. The last thing that needs to happen is just get through this permitting process. We're hoping to close in October.

Commissioner Warren asked if the city funding is shown in the proforma that was sent.

Mr. Heritage said we are showing the updated city and county numbers. Currently, the county has committed a \$1.5 million and we've asked them for another additional \$500,000. The city is at \$3.15 and we've asked them for an additional \$500,000.

Commissioner Warren said as the Raleigh Housing Authority redevelops Heritage Park, the residents will need to find housing. Some past developers have, in their tenant selection criteria, given a priority to those who are being displaced by federal, local government, or private action. Would you be amiable to including that in your tenant selection plan?

Mr. Heritage said yes we would. I think maybe the first time we requested the initial bonds on this project that question was asked. I would like an example of what that would look like.

Commissioner Warren said there are some examples that we can provide you for your review.

Mr. Heritage said I don't see why we wouldn't. They would need to pass any other background checks like they would any other tax credit development. As long as it doesn't stray away from that, I think we'd be okay with putting that on selection plan as a priority. But I would like to see an example.

Commissioner Warren said we can provide that to you.

HOUSING AUTHORITY OF THE CITY OF RALEIGH  
RESOLUTION NO. 35 (2023)

RESOLUTION AMENDING PRELIMINARY APPROVAL OF ISSUANCE OF  
MULTIFAMILY HOUSING REVENUE BONDS (TERRACE AT ROCK QUARRY)

WHEREAS, on May 6, 2021, the Board of Commissioners of the Housing Authority of the City of Raleigh, North Carolina (the "Authority") adopted a resolution (the "Preliminary Resolution") giving preliminary approval to the issuance of the Authority's multifamily housing revenue bonds in an amount not to exceed \$17,000,000 (the "Bonds"), the proceeds of which would be loaned to Terrace at Rock Quarry Limited Partnership, a North Carolina limited partnership (the "Borrower"), a related entity of South Creek Development, LLC, to finance the acquisition, construction and equipping of a multifamily housing development to be known as Terrace at Rock Quarry, consisting of 132 units and located at 3501 Rock Quarry Road in the City of Raleigh, North Carolina (the "Development"); and

WHEREAS, the Authority and the Borrower received an allocation of volume cap under Section 146 of the Internal Revenue Code of 1986, as amended (the "Code") for

the Bonds in the amount of \$17,000,000 from the North Carolina Federal Tax Reform Allocation Committee (“TRAC”), based on the recommendation of the North Carolina Housing Finance Agency (“NCHFA”), as evidenced by a letter dated January 23, 2023; and

WHEREAS, the Borrower has determined that the amount of tax-exempt debt to be provided to finance the cost of the Development is more than originally anticipated, and has requested the Authority to amend the Preliminary Resolution to increase the amount of the Bonds to an amount not to exceed \$21,000,000; and

WHEREAS, the Borrower will request the NCHFA and TRAC to increase the amount of volume cap for the Development from \$17,000,000 to up to \$21,000,000;

NOW, THEREFORE, BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE CITY OF RALEIGH, NORTH CAROLINA:

1. The Authority hereby confirms the determination it made in the Preliminary Resolution that the Development will involve the acquisition, construction and equipping of a multifamily housing facility, and that therefore, pursuant to the terms and subject to the conditions hereinafter stated and the Act, the Authority agrees to provide reasonable assistance to the Borrower in issuing bonds to finance the acquisition, construction and equipping of the Development, and, in particular, to undertake the issuance of the Authority’s multifamily housing revenue bonds (the “Bonds”) in an amount now estimated not to exceed Twenty-One Million Dollars (\$21,000,000) to provide all or part of the cost of the Development.

2. The Authority intends that the adoption of this resolution be considered as an expression of official intent toward the issuance of the Bonds within the meaning of Treasury Regulations Section 1.150-2 promulgated by the Internal Revenue Service pursuant to the Code. The Authority agrees that the Borrower may be reimbursed from the proceeds of the Bonds for all qualifying costs incurred by it as permitted by Internal Revenue Service Regulations Section 1.150-2.

3. All other terms of the Preliminary Resolution remain in full force and effect.

4. This resolution shall take effect immediately.

Commissioner Braun moved and Commissioner Whitehouse seconded approval of the foregoing resolution. A vote being called, the ayes and nays were as follows:

Aye: Eric Braun, Valerie Crutchfield, Susan Ellinger, Niya Fonville-Swint, Arne Morris, Gregg Warren, Joe Whitehouse, Yolanda Winstead.

Nay: None.

Resolution No. 35 (2023) has been adopted.

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Mrs. Edgerton said with asset management, each public housing AMP should maintain at least four months' worth of expenditures in its unrestricted net assets for its operating reserves. In addition to ensuring RHA has adequate funds to operate for a period of time, the Month's Expendable Net Asset Ratio, MENAR, also needs to be a 4.0. This is to ensure that the AMP maximizes its financial score for our year-end reporting.

HUD provides that housing authorities may transform excess cash between the AMPs following the completion of the annual audit. Excess cash are the unrestricted funds that are not needed to pay the liabilities plus one month's worth of expenses for the AMP. The excess cash we are transferring between the AMPs is based on last year's financials.

The current estimated number of months for each AMP is a wide range between 4.1 months, which we'll see for Stonecrest, and 13.63 months for The Oaks. Once we do this transfer, it would be able to allow each AMP to have approximately 8.74 months for expenditures. This is a slight decrease from last year – last year's number was 9.75 months. Last year we noted that it was a bit higher because of COVID – we had not been getting in the units and making repairs so the expenditures were down. We did anticipate a drop in that 9.75 from last year. Now that we're getting in the units, we do have higher expenditures. We're also anticipating health insurance increases as well as salary increases that may come about due to the salary study in the current labor market.

Commissioner Morris asked if there is an average that staff is looking for.

Mrs. Edgerton said HUD says we should have 4 months and typically it's around the 7-month mark (in the past 10 years).

HOUSING AUTHORITY OF THE CITY OF RALEIGH  
RESOLUTION NO. 36 (2023)

WHEREAS, the U. S. Department of Housing and Urban Development (“HUD”) mandated housing authorities with 250 or more units of public housing convert to Asset Management, which required establishing separate ledgers for each Asset Management Project (“AMP”); and

WHEREAS, the Housing Authority of the City of Raleigh (“RHA”) fully implemented Asset Management as of March 31, 2009; and

WHEREAS, to ensure RHA operates in a manner that is in the best interest of each AMP, the Agency, and its residents, it is important that each AMP maintain a Month's Expendable Net Asset Ratio (“MENAR”) of at least 4.0, which means there is at least four month's worth of expenditures in the unrestricted net position (“operating reserve”); and

WHEREAS, housing authorities must maintain a MENAR of at least 4.0 to maximize their financial score in the Public Housing Assessment System (“PHAS”); and

WHEREAS, AMPs with operating reserves significantly greater than four month's worth of expenses risk recapture of operating reserves and lower Project Expense Levels ("PELs"), which means less subsidy available in the future for the AMPs; and

WHEREAS, it is in RHA's best interest to utilize the full amount of the current PEL available while maintaining a MENAR slightly more than 4.0; and

WHEREAS, to ensure RHA has at least four month's worth of expenditures in the unrestricted net assets in all AMPs, excess cash may be transferred between the AMPs (as illustrated by the attached spreadsheet); and

WHEREAS, as the expenditures for the fiscal year are finalized during the close out process the final excess cash transfer may vary from the attached spreadsheet but will maintain a MENAR rate more than 4.0; and

WHEREAS, HUD regulations (24 CFR Part 990) allow the transfer of "excess cash" as defined by the regulations from one AMP to another after the close of the fiscal year, subject to verification of the calculation by the independent public accountant; and

WHEREAS, the independent public accountant completed the field work for the fiscal year ended March 31, 2022 on June 30, 2022; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF RALEIGH that staff is directed to transfer excess cash between AMPs to ensure a minimum of four month's worth of expenditures in the unrestricted net position in all AMPs and provide funding for budgeted capital expenditures as listed above.

Commissioner Winstead moved and Commissioner Warren seconded approval of the foregoing resolution. A vote being called, the ayes and nays were as follows:

Aye: Eric Braun, Valerie Crutchfield, Susan Ellinger, Niya Fonville-Swint, Arne Morris, Gregg Warren, Joe Whitehouse, Yolanda Winstead.

Nay: None.

Resolution No. 36 (2023) has been adopted.

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Mr. Lommers-Johnson said this resolution approves a revised Management Agreement for Carousel Place – Chavis Senior Housing, LLC.

The former owner reached the end of its 15-year compliance period for Carousel Place on December 31, 2021. As part of the end of the initial tax credit compliance period, CAD, the Managing Member, purchased Carousel Place. The transaction was finalized on April 28, 2023.

As a result, the Management Agreement needed to be revised to change the ownership of the property to CAD. The CAD Board approved the updated management agreement on March 21, 2023.

These revisions have been reviewed by RHA’s attorney.

Commissioner Warren said it's interesting to me that CAD is the owner as opposed to an LLC – that would be a single member LLC with CAD as the ownership entity. I've always thought that it's better to insulate with an LLC type of structure than direct ownership by a nonprofit.

Mr. Francis said we talked about that in the process of the acquisition and talked about setting up an LLC, which would be owned by CAD. We didn't do it because the document that authorized CAD to purchase on these very favorable terms didn't authorize an LLC to purchase. So we went ahead and got the entity into CAD and we can subsequently transfer to an LLC. We bought 55 units for the assumption of the loan that was approximately \$600,000. The Management Agreement will be brought back to the Board with the name change when that is completed.

Commissioner Braun said there's a lot of concern in the community about acquiring naturally occurring affordable housing and preserving tax credit projects when they reach the end of their compliance term. We might start to issue press releases when we do something like this. We need to establish a narrative about what we're doing. It needs to be in the frame of the housing authority going the extra mile to ensure that units aren't lost for affordable housing.

HOUSING AUTHORITY OF THE CITY OF RALEIGH  
RESOLUTION NO. 37 (2023)

WHEREAS, in 2005, Chavis Senior Housing, LLC (“CSH”) was awarded low income housing tax credits (“LIHTC”) by the North Carolina Housing Finance Agency to finance the construction of a 55-unit senior housing facility (“Carousel Place”) at Chavis Heights; and

WHEREAS, CAD authorized the formation of a manager-managed limited liability company to secure the low income housing tax credits and named the limited liability company Chavis Senior Housing, LLC (“CSH”); and

WHEREAS, the tax credit period began in year 2007; and

WHEREAS, the LIHTC program requires the owner to maintain the low-income occupancy requirements for a 15-year compliance period; and

WHEREAS, the initial 15-year compliance period for CSH expired December 31, 2021; and

WHEREAS, CSH entered into an extended compliance period to keep the units affordable for an additional 15 years; and

WHEREAS, on November 29, 2022 with Resolution No. 20, the CAD Board of Directors authorized CAD to purchase Carousel Place; and

WHEREAS, the purchase of Carousel Place by CAD closed on April 28, 2023; and

WHEREAS, on May 3, 2005 Chavis Senior Housing, LLC entered into an initial Management Agreement with RHA; and

WHEREAS, on January 26, 2006 the Management Agreement was amended to change the name from Wellington Place to Carousel Place; and

WHEREAS, CAD desires RHA to continue to be the property manager for all residential units at Carousel Place; and

WHEREAS, staff has revised the Management Agreement between RHA and CSH for the management of the low income housing tax credit units at Carousel Place due to the change in ownership of the property; and

WHEREAS, the CAD Board of Directors approved the revised Management Agreement on March 21, 2023; and

WHEREAS, a copy of the Management Agreement is attached hereto and by reference 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 Management Agreement for the low income housing units at Carousel Place be approved.

BE IT FURTHER RESOLVED that the CEO of RHA is authorized to execute the attached Management Agreement on behalf of RHA.

Commissioner Braun moved and Commissioner Winstead seconded approval of the foregoing resolution. A vote being called, the ayes and nays were as follows:

Aye: Eric Braun, Valerie Crutchfield, Susan Ellinger, Niya Fonville-Swint, Arne Morris, Gregg Warren, Joe Whitehouse, Yolanda Winstead.

Nay: None.

Resolution No. 37 (2023) has been adopted.

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Mrs. Anderson said our longtime public housing resident, Lottie Moore, passed away in January 2023. She was an outspoken supporter for preserving resident services and developing affordable housing in Raleigh. She was one of the founding members of the Inter-Community Council.

Mrs. Anderson shared what she presented to the family to be read at the funeral service:

“I acknowledge the life and service and advocacy of Lottie Moore that she provided to the residents of not only the Raleigh Housing Authority communities, but to anyone who had a need. She was well-connected in the city and she used her reputation to forge partnerships and supportive services that benefited those with the greatest need. She didn't pass judgment, but she did expect recipients to respect, have gratitude, and use those services and resources wisely.

She had the uncanny ability to set someone straight without alienating them so that lessons could be learned and misunderstandings corrected. It's from some of those tough talks that relationships and even policies changed for the better. Miss Lottie was an advocate – and when I look up the definition of “advocate”, it said exactly who she was.

During one of our last conversations, we talked about the fact that it does take a village to raise a family. It's important for individuals to get to know their neighbors, their local churches, police officers, and government officials. It's important to find, share, and embrace services and resources that are in our city. When something is wrong, talk about it until something is done about it. Never be afraid to advocate for yourself or for others.”

It's for this reason that I bring to the Board our desire to name the community room at 544 Lipscomb Court (The Oaks) in her honor. We would like to call it the “Lottie Moore Committee Room”. We will record this resolution in our permanent records. A copy will be shared with her family.

Commissioner Whitehouse said Lottie Moore was an amazing person. We might consider having an annual Lottie Moore award that we can give out to some significant community citizen that might be presented by RHA. Recognizing somebody in the community that's giving the same kind of advocacy work that she has done in the past. We don't have to make a decision on that tonight. But I'd ask that maybe perhaps that's something that we consider doing.

Commissioner Braun said it sounds like a great idea.

#### HOUSING AUTHORITY OF THE CITY OF RALEIGH RESOLUTION NO. 38 (2023)

WHEREAS, long-time public housing resident and outspoken supporter for preserving resident services and developing affordable housing in Raleigh, Lottie R. Moore, passed away on January 26, 2023; and

WHEREAS, Lottie Moore was elected by her public housing neighbors to serve as President of the Resident Council for the Oaks public housing community; and

WHEREAS, Lottie Moore was a founding member of the Inter-Community Council Inc. while residing at Chavis Heights and until her passing, she served as its Chairperson; and

WHEREAS, Lottie Moore's contributions to RHA during her life were extensive, including:

- Proponent of redeveloping Halifax Court (Capitol Park) and Chavis Heights by securing a HOPE VI Grant and the redevelopment of Walnut Terrace.

- Improving the curb appeal of all RHA properties.
- Recruiting and promoting resident services and donations.

WHEREAS, Lottie Moore has been an excellent resident representative and active community volunteer, attracting services for residents and serving in many organizations, including:

- RHA Resident Advisory Board
- Inter-Faith Food Shuttle
- Food Bank of Central & Eastern NC
- Strengthening Black Family Inc.
- Northpark Church
- YMCA of the Triangle

WHEREAS, the Board of Commissioners wishes to acknowledge her accomplishments and dedication to RHA;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF RALEIGH that RHA, by this resolution, expresses its sincere and heart-felt appreciation for the services of Lottie Moore.

BE IT FURTHER RESOLVED that the Community Room at 544 Lipscomb Court (The Oaks), where Lottie Moore has lived since 2006, will be named the Lottie Moore Community Room and a plaque commemorating that designation will be prominently displayed.

BE IT FURTHER RESOLVED that this Resolution be recorded in the permanent records of RHA and a copy be forwarded to the family of Ms. Lottie Moore.

Commissioner Braun moved and Commissioner Winstead seconded approval of the foregoing resolution. A vote being called, the ayes and nays were as follows:

Aye: Eric Braun, Valerie Crutchfield, Susan Ellinger, Niya Fonville-Swint, Arne Morris, Gregg Warren, Joe Whitehouse, Yolanda Winstead.

Nay: None.

Resolution No. 38 (2023) has been adopted.

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ADJOURNMENT

There being no further business to come before the Board, Commissioner Fonville-Swint moved and Commissioner Whitehouse seconded approval to adjourn the RHA Board Meeting.

The RHA Board Meeting adjourned at 6:30 pm.