

**MINUTES OF THE REGULAR BOARD MEETING
HOUSING AUTHORITY OF THE CITY OF DURHAM
Durham Housing Authority
330 E. Main Street Durham, North Carolina 27701
September 30, 2020**

AGENDA ITEM I - CALL TO ORDER

Present:

Daniel C. Hudgins, Chair
George Quick, Vice Chair
Torrell Armstrong
Robert “Bo” Glenn
Gloria Nottingham
Mayme Webb-Bledsoe
Christine Westfall
Jillian Johnson, City Liaison
Anthony Scott, CEO

Staff Present:

Ashanti Brown
Alisha Curry
Lorraine Erhunmwunsee
Tawan Fields
Emanuel Foster
Melvin Green
Tammy Jacobs
Denita Johnson
Charles Lyon
Barbara Newman
Cheryle Roberts
Sabrina Sinegal
Sandra Small
Brenda Tillman

Also Present:

Eric Pristell, Attorney, The Banks Law Firm

AGENDA ITEM I – CALL TO ORDER

The meeting was called to order by the Chair, Daniel C. Hudgins at 5:32 p.m. A quorum was present and the *Regular Meeting* was called into session. Commissioner Hudgins introduced the newest Board Member, Torrell Armstrong and welcomed him to the Board of Commissioners of Durham Housing Authority.

AGENDA ITEM II – PUBLIC HEARINGS

Proposed Significant Amendments to the FY 2020 Annual PHA Plan, Admission & Continued Occupancy Policy Revisions, and Housing Choice Voucher Administrative Plan

Commissioner Hudgins gave a statement regarding the *Proposed Significant Amendments to the FY 2020 Annual PHA Plan, Admission & Continued Occupancy Policy (ACOP) Revisions, and Housing Choice Voucher (HCV) Administrative Plan*. He stated that the Board will now hold a Public Hearing regarding the Housing Authority of the City of Durham's

- Proposed Significant Amendments to its Fiscal Year 2020 Annual PHA Plan;
- Revisions to the Public Housing Admissions and Continued Occupancy Policies
- Revisions to the Housing Choice Voucher Program's Administrative Plan

Commissioner Hudgins stated that on August 14, 2020, DHA posted its Public Hearing Notice and placed copies of it on its website. The proposed changes were made available for review on DHA's website, as well as at DHA's Central and Property Management Offices. Written comments on the proposals were requested to be sent to Ashanti Brown. He further stated that there were two (2) sets of written comments received, both of which provide points of consideration specifically for the Significant Amendments to the Annual PHA Plan for FY 2020. These proposals were on the Agenda for Board approval tonight; however, to consider the comments received, those resolutions will be pulled from the Agenda this evening. DHA will however, conduct its public hearing today to receive additional comments on these proposals. Commissioner Hudgins asked for a motion to open the Public Hearing.

**Motion: Commissioner Nottingham; Seconded: Commissioner Glenn;
Approved: Unanimously**

Commissioner Hudgins stated that the Public Hearing was now open and asked that if there were any persons who wishes to speak in favor, against, or otherwise regarding the aforementioned items may place their names in the chat. Mr. Hudgins stated that each person would be allowed two minutes to speak. The following persons made comments:

Heather Ladd, Co-Chair of Durham CAN's Affordable Housing Team – Ms. Ladd spoke about concerns of DHA's lack of transparency, systematic neglect and DHA's redevelopment of downtown properties through the RAD program. She stated that Durham CAN submitted written comments to the Annual Plan and she also relayed their concern regarding the Troubled Rating DHA received in 2018. Ms. Ladd also noted that the proposals for recovery are not listed in the Annual Plan and wanted to know will these proposals be made available to the public.

Gretchen Schlager – Preiss Steele Resident – Ms. Schlager discussed an incident that occurred in July of 2019 where she accidentally locked herself out her apartment on a Friday evening after hours and the start of a three day weekend holiday. She was unable to contact anyone at DHA through the emergency maintenance number in order to gain access into her apartment. She expressed her concern around the inability to reach emergency maintenance after hours.

Ruth Petrea – Co-Chair of Durham CAN's Affordable Housing Action Team – Ms. Petrea commented about Operations and Management. She discussed the resident at Liberty Street who was suffering from cockroach infestation, repairs from a year ago that have not been completed at

McDougald Terrace and other DHA properties, and the fact that the residents at McDougald Terrace are facing another move-out. She stated that she was not surprised that DHA has a troubled status.

Charlitta Burruss – Durham Resident – Ms. Burruss inquired as to the status of her application to become a member of the DHA Board. She also stated that it is sad that residents have to get on the news in order to make DHA accountable for things that are not being done. She stated that that residents are discouraged and want to know about the budget and where the funds are going. She is asking that Mr. Scott release information in a timely manner to the public. She stated that she works with the community and a community activist. She wants to work with DHA to help the community to look better and she needs the support of DHA. She stated that there are things that can't be done successfully unless they work together.

Commissioner Hudgins thanked those who made comments and stated that their comments, along with the submitted written comments, would be considered to determine what necessary adjustments need to be made to the plans before they are presented again for approval by the Board of Commissioners.

Commissioner Hudgins asked for a motion to close the Public Hearing.

**Motion: Commissioner Glenn; Seconded: Commissioner Nottingham;
Approved: Unanimously**

The Public Hearing was officially closed.

Oakley Square Bonds

Chairman Hudgins gave a statement regarding *Oakley Square*. He stated that the Board will now hold a public hearing regarding DHA's proposed plan to issue its multifamily housing revenue bonds in an amount not to exceed \$12,000,000. The bonds will finance the acquisition, rehabilitation and equipping of a low and moderate income multifamily residential rental project known as Oakley Square Apartments. The project will consist of approximately 100 apartment units made exclusively affordable to persons with incomes at or below 60% of the Area Median Income, and will be located at 1835 Cheek Road, in northeast Durham. The developer of the project is The Vitus Group, LLC, a Seattle, Washington-based national affordable housing developer. The borrower is Oakley Square Housing Partners, LP, which is a related entity of the developer. The project will be financed with tax-exempt multifamily housing revenue bonds, low-income housing tax credit equity, developer equity, and deferred developer fees. DHA has no ownership interest in this development.

Commissioner Hudgins asked for a motion to open the Public Hearing.

**Motion: Commissioner Quick; Seconded: Commissioner Glenn;
Approved: Unanimously**

Commissioner Huggins stated that the Public Hearing was now open and asked if there were any persons who wished to speak in favor, against or otherwise regarding the issuance of the bonds and this development may place their name in the chat. There were no comments. Commissioner Hudgins asked for a motion to close the Public Hearing.

**Motion: Commissioner Glenn; Seconded: Commissioner Westfall;
Approved: Unanimously**

The Public Hearing was officially closed.

JJ Henderson Bonds

Chairman Hudgins gave a statement regarding the *JJ Henderson Bonds*. He stated that the Board will now hold a public hearing regarding DHA's proposed plan to issue its multifamily housing revenue bonds in an amount not to exceed \$15,400,000. The bonds will finance the acquisition, rehabilitation and equipping of a low and moderate income multifamily residential rental project known as JJ Henderson Towers. The development will consist of approximately 177 apartment units made exclusively affordable to persons with incomes at or below 60% of the Area Median Income, and will be located at 807 South Duke Street in downtown Durham. The project is a RAD conversion transaction and will be spearheaded by a joint venture consisting of DHA's real estate development affiliate, Development Ventures Incorporated ("DVI"), and Morehead Development, LLC ("Morehead"). Morehead is a partnership between The Florian Companies (Raleigh, North Carolina) and California Commercial Investment Companies (Westlake Village, California). The project will be financed with the tax-exempt bond loan proceeds, low-income housing tax credit equity, DHA and DVI subordinate loans, developer equity, operations income and deferred developer fees. The transaction is expected to close no later than December 2020. Commissioner Hudgins asked for a motion to open the Public Hearing.

**Motion: Commissioner Glenn; Seconded: Commissioner Nottingham;
Approved: Unanimously**

Commissioner Huggins stated that the Public Hearing was now open and asked if there were any persons who wished to speak in favor, against or otherwise regarding this matter may place their name in the chat. The following person had comments:

Heather Ladd, Co-Chair of Durham CAN's Affordable Housing Team – Ms. Ladd stated that she wanted to take the opportunity to continue discussing one of the concerns Durham CAN had regarding transparency. She noted that Public Housing Authorities are required to obtain residents' consent on RAD developments and Durham CAN wanted to know how many residents have consented to this project. In addition, she requested that DHA would make project contracts available for the public on its website.

Commissioner Hudgins thanked Ms. Ladd for her comments and stated that there have been numerous planning meetings with residents at JJ Henderson. He also stated that he will make sure that the information is available to the public.

Commissioner Hudgins asked for a motion to close the Public Hearing.

**Motion: Commissioner Nottingham; Seconded: Commissioner Quick;
Approved: Unanimously**

The Public Hearing was officially closed.

AGENDA ITEM III – PUBLIC COMMENTS

Chairman Hudgins asked if there was anyone who would like to speak, and if so, please type your name in the chat.

Mr. Ajax Wooley – Durham CAN – Mr. Wooley wanted to recognize the efforts of resident leaders in the public housing communities who largely go unsupported and unrecognized by the staff and leadership of DHA. He is in personal, regular contact with people who are putting these communities on their backs and doing the work that would normally be attributed by Property and Program Manager and other agents of the authority. He wanted to recognize, appreciate and acknowledge their efforts.

Commissioner Hudgins thanked Mr. Wooley for his comments.

AGENDA ITEM IV-- CHANGES TO THE AGENDA

➤ **NONE**

AGENDA ITEM V – BOARD ACTION

Approval of the Minutes of the Board of Commissioners' Regular Meeting held on July 22, 2020, Special Meetings held on July 30, 2020 at 9:00 a.m., July 30, 2020 at 2:00 p.m., August 10, 2020 and September 2, 2020. Motion to approve the minutes.

**Motion: Commissioner Quick; Seconded: Commissioner Nottingham
Approved: Unanimously**

AGENDA ITEM VI – PRESENTATION

Mr. Scott introduced Laurel Street Residential, DHA's partner on the development of the new construction JJ Henderson project and the first phase under the DDNP (DHA Downtown and Neighborhood Plan) development (E. Main Street and Liberty Street communities). They will be presenting a follow up on the preliminary versions of the site plans that have previously been reviewed.

Dione Nelson, President and CEO of Laurel Street Residential presented an update on their progress with the 519 E. Main Street and Liberty Street sites. Ms. Nelson reviewed the company's vision and goals for the project and stated that as they move forward towards implementation, they have been working with architects, engineers and the DHA staff to further the planning process to pursue financing and other components needed to advance the development. Following approval of staff and the Board, Laurel Street Residential will present their proposals to residents and other public stake holders later this year, followed by a proposed construction start in 2021 that would continue with multiple phases through 2025, with the first phase being completed by 2022.

Ronn Stewart of Laurel Street reviewed in more detail, the development program, the site plan, the safety and security measures for the site, and the parking program. Additionally phases of relocation, demolition, proposed outdoor amenities, green space and the construction schedule were discussed.

Chairman Hudgins asked the Board for any questions or comments. Commissioner Westfall stated that she was excited about the plan that was presented today. She stated that the Board wants to have a design that is livable for our tenants and that this was a great start.

Commissioner Quick asked questions around the entrances of the building. Ms. Nelson explained that all of the units in the development would be accessible through an interior corridor.

Commissioner Glenn asked that the report from the CPTED consultant be shared with the Board.

Commissioner Webb-Bledsoe asked Ms. Nelson how Laurel Street plans to engage the community and other stakeholders in this process. Ms. Nelson stated that once they receive approval from the Board to move forward, they would engage in resident meetings virtually or small groups and will work with the staff to determine the most effective way to get residents' feedback. She also stated that they would meet with any other community advisory groups that Mr. Scott and the Board directs them to engage with. Ms. Nelson stated that they are hoping that because of the initial feedback received during the initial planning of the DDNP, that there will be an alignment with residents' current feedback and Laurel Street's plans.

With no other questions or comments, Chairman Hudgins thanked Laurel Street for their presentation.

AGENDA ITEM VII -- CHIEF EXECUIVE OFFICER'S BUSINESS REPORT

Mr. Scott presented his Business Report to the Board for review. His report gave a synopsis of meetings and activities that he had participated in. Mr. Scott reported that he had attended numerous virtual meetings and conference calls with the city, county, HUD, DDNP developers and consultants and other housing authority organizations on various issues throughout the month.

Mr. Scott also briefly discussed the two cases that were in the news. He stated that these cases exhibit some systemic break downs at DHA. He reported that the water leak has been stopped and the additional work related to it is being completed. He also reported that the apartment with the insect infestation has been treated. The tenant, Ms. Robinson, has indicated that she is planning to move out of public housing. Mr. Scott stated that steps have been taken to address the break downs that occurred both with DHA staff, and the pest control company, to ensure that these mistakes do not take place in the future.

Mr. Scott gave a COVID-19 related updates:

Durham Public Schools residents received their chrome notebooks and/or their necessary hot spots. He stated that he has asked residents to let staff know if they hadn't received these items so that DHA could assist them with Durham Public Schools. He reported that DHA, in partnership with Durham Public Schools and the City of Durham, is still continuing its ongoing efforts to have free wireless connection/internet services for our family properties. It is expected to be completed by the end of the year.

Outreach: Staff has done additional outreach to residents to determine needs are during this time. There is a need for cleaning supplies and food, especially since the food bank is limited in their distribution. He stated that the Resident Services Department is working with the residents and DHA partners to address the needs.

COVID-19 Testing: In partnership with the Department of Health, DHA will have COVID-19 testing for DHA residents at four sites. Oxford Manor, 519 E. Main Street, JJ Henderson, and McDougald Terrace.

AGENDA ITEM VIII - GENERAL BUSINESS ACTION ITEMS

Chairman Hudgins stated that this is for the purpose of accepting reports from the four (4) standing committees (Resident Services meets quarterly). The information from these committees were also included in the previously distributed board package.

Development Committee Report (Chaired by Commissioner Christine Westfall)

The Chair of the Development Committee, Commissioner Westfall, recommended acceptance of the minutes of the July 22, 2020 meeting.

**Motion: Commissioner Westfall; Seconded: Commissioner Webb-Bledsoe;
Approved: Unanimously**

There were no additional comments.

Finance Committee Report (Chaired by Commissioner George Quick)

The Chair of the Finance Committee, Commissioner Quick, recommended acceptance of the minutes of the meeting of the July 22, 2020 meeting.

**Motion: Commissioner Quick; Seconded: Commissioner Nottingham;
Approved: Unanimously**

There were no additional comments.

Operations Committee Report (Chaired by Commissioner Bo Glenn)

The Chair of the Operations Committee, Commissioner Bo Glenn, recommended acceptance of the minutes of the July 22, 2020 meeting.

**Motion: Commissioner Glenn; Seconded: Commissioner Quick;
Approved: Unanimously**

AGENDA ITEM IX -- RESOLUTIONS FOR APPROVAL

The Chair, Daniel Hudgins, introduced the following resolutions. After discussion, the following resolutions were approved.

RESOLUTION NO. 3636

**RESOLUTION AMENDING THE ADMISSIONS AND CONTINUED OCCUPANCY
POLICY FOR THE COVID-19 HOUSING STABILITY PROGRAM**

WHEREAS, the Housing Authority of the City of Durham developed its existing Admissions and Continued Occupancy Policy (ACOP) to comply with the U.S. Department of Housing and Urban Development regulations; and

WHEREAS, the Housing Authority of the City of Durham’s Board of Commissioners authorized the implementation of a COVID-19 Housing Stability Program to prevent evictions during this pandemic in July of 2020; and

WHEREAS, the Housing Authority of the City of Durham proposes changes to the existing ACOP in order to effectuate its COVID-19 Housing Stability Program; and

WHEREAS, these proposed changes to the existing ACOP are exempted from the required significant amendment process under Waiver PH and HCV-1 in PIH Notice 2020-05, extended in PIH Notice 2020-13; and

WHEREAS, the Housing Authority of the City of Durham’s Board of Commissioners adopted these waivers in May of 2020, and their respective extensions in July of 2020; and

WHEREAS, the Housing Authority of the City of Durham revised its Admissions and Continued Occupancy Policy and the amendments are attached in Exhibit B.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Durham approve the changes to the Admissions and Continued Occupancy Policy.

Done this 30^h day of September 2020.

RECORDING OFFICER’S CERTIFICATION

I, Anthony Scott, the duly appointed Secretary of the Housing Authority of the City of Durham, do hereby certify that this resolution was properly adopted at the regular meeting of the Board of Commissioners of the Housing Authority of the City of Durham held on September 30, 2020.

(SEAL)

BY: _____
Anthony Scott, Secretary

**Motion: Commissioner Glenn; Seconded: Commissioner Nottingham;
Approved: Unanimously**

RESOLUTION NO. 3637

**RESOLUTION AUTHORIZING THE ISSUANCE AND SALE OF
MULTIFAMILY HOUSING REVENUE BONDS (OAKLEY
SQUARE APARTMENTS PROJECT), SERIES 2020**

WHEREAS, Oakley Square Housing Partners, LP, a North Carolina limited partnership (the “Borrower”), has requested that the Housing Authority of the City of Durham (the “Authority”) assist it in financing a portion of the cost of the acquisition, rehabilitation and equipping of a low and moderate income multifamily residential rental project known as Oakley Square Apartments, consisting of 100 units and located at 1835 Cheek Road in the City of Durham, North Carolina (the “Development”), and the Authority has agreed to do so; and

WHEREAS, the Authority proposes to provide the financing for the Development by the issuance of its (a) Multifamily Housing Revenue Bonds (Oakley Square Apartments Project), Series 2020A in an aggregate principal amount not to exceed \$8,350,000 (the “2020A Bonds”), and (b) Multifamily Housing Revenue Bonds (Oakley Square Apartments Project), Series 2020B in an aggregate principal amount not to exceed \$3,650,000 (the “2020B Bonds” and, together with the 2020A Bonds, the “Bonds”); and

WHEREAS, a portion of the cost of the Development will be financed with the proceeds of a mortgage loan from Colliers Mortgage LLC; and

WHEREAS, a portion of the cost of the Development will be financed with funds provided by a tax credit investor as a result of the purchase of 4% low income housing tax credits available under Section 42 of the Internal Revenue Code of 1986, as amended (the “Code”); and

WHEREAS, the Borrower has received an allocation of volume cap for the Bonds and the Development from the North Carolina Housing Finance Agency and the North Carolina Federal Tax Reform Allocation Committee as required by Section 146 of the Code; and

WHEREAS, the Authority proposes to authorize and, where applicable, execute the following instruments to carry out the transactions described above (the “Documents”):

(a) Trust Indenture dated as of October 1, 2020 (the “2020A Indenture”), between the Authority and U.S. Bank National Association, as trustee (the “Trustee”), authorizing the issuance of the 2020A Bonds and providing for the terms and details thereof and the security therefor, together with the form of the 2020A Bonds attached thereto;

(b) Trust Indenture dated as of October 1, 2020 (the “2020B Indenture” and, together with the 2020A Indenture, the “Indentures”), between the Authority and the Trustee, authorizing the issuance of the 2020B Bonds and providing for the terms and details thereof and the security therefor, together with the form of the 2020B Bonds attached thereto;

(c) Loan Agreement dated as of October 1, 2020 (the “2020A Loan Agreement”), between the Authority and the Borrower, providing for the terms and conditions pursuant to which the loan of the proceeds of the 2020A Bonds will be made by the Authority to the Borrower, together with a Promissory Note from the Borrower to the Authority, which the Authority will assign to the Trustee;

(d) Loan Agreement dated as of October 1, 2020 (the “2020B Loan Agreement” and, together with the 2020A Loan Agreement, the “Loan Agreements”), between the Authority and the Borrower, providing for the terms and conditions pursuant to which the loan of the proceeds of the 2020B Bonds will be made by the Authority to the Borrower, together with a Promissory Note from the Borrower to the Authority, which the Authority will assign to the Trustee;

(e) Regulatory Agreement and Declaration of Restrictive Covenants dated as of October 1, 2020 (the “Regulatory Agreement”), by the Borrower for the benefit of the Authority and the Trustee, pursuant to which the Borrower agrees to comply with the requirements of the Code relating to low and moderate income housing;

(f) Preliminary Official Statement (the “2020A Preliminary Official Statement”) relating to the offering and sale of the 2020A Bonds;

(g) Preliminary Official Statement (the “2020B Preliminary Official Statement” and, together with the 2020A Preliminary Official Statement, the “Preliminary Official Statements”) relating to the offering and sale of the 2020B Bonds; and

(h) Bond Purchase Agreement to be dated the date of the sale of the Bonds (the “Bond Purchase Agreement”) among the Borrower, the Authority and Colliers Securities LLC (the “Underwriter”), providing for the issuance and sale by the Authority and the purchase by the Underwriter of the Bonds;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Housing Authority of the City of Durham, as follows:

1. The Authority hereby determines to provide financing to the Borrower for the acquisition, rehabilitation and equipping of the Development through the issuance of the Bonds pursuant to the North Carolina Housing Authorities Law, Article 1 of Chapter 157 of the General Statutes of North Carolina, as amended, the deposit of the proceeds thereof with the Trustee and the advance of such proceeds to the Borrower in accordance with the Loan Agreements.

2. The Authority hereby authorizes the issuance and sale of the 2020A Bonds pursuant to the 2020A Indenture and in accordance with the terms set forth in the Bond Purchase Agreement and the 2020A Indenture, and the issuance and sale of the 2020B Bonds pursuant to the 2020B Indenture and in accordance with the terms set forth in the Bond Purchase Agreement and the 2020B Indenture. The 2020A Bonds will bear interest at the rates and will mature, be subject to mandatory tender and be redeemed in the years and amounts all as set forth in the 2020A Indenture and the 2020B Bonds will bear interest at the rates and will mature, be subject to mandatory tender and be redeemed in the years and amounts all as set forth in the 2020B Indenture; provided, however, that the combined aggregate principal amount of the Bonds shall not exceed \$12,000,000.

3. The Chairman, Vice Chairman or Chief Executive Officer of the Authority or their respective designees are each hereby authorized and directed to execute and deliver the Indentures, the Loan Agreements, the Regulatory Agreement and the Bond Purchase Agreement to the other parties thereto.

4. The distribution of the 2020A Preliminary Official Statement by the Underwriter to prospective purchasers of the 2020A Bonds and the distribution of the 2020B Preliminary Official Statement by the Underwriter to prospective purchasers of the 2020B Bonds is hereby approved. The Authority is authorized to deem the Preliminary Official Statements to be “final” within the meaning of Rule 15c2-12 of the Rules and Regulations promulgated under the Securities Exchange Act of 1934, as amended. The Chairman, Vice Chairman and Chief Executive Officer of the Authority or their respective designees are hereby authorized and directed to approve the final Official Statements (in substantially the form of the Preliminary Official Statements, but incorporating the final terms and details of the Bonds) and the Underwriter is hereby authorized and directed to distribute the Official Statements to the purchasers of the Bonds.

5. The Chairman or Vice Chairman of the Authority or their respective designees are hereby authorized and directed to execute and deliver the 2020A Bonds and the 2020B Bonds in the manner and subject to the conditions provided in the 2020A Indenture and the 2020B Indenture, respectively, to the Trustee for authentication and to cause the 2020A Bonds and the 2020B Bonds

so executed and authenticated to be delivered to or for the account of the Underwriter upon payment of the purchase price therefor as provided in the Bond Purchase Agreement.

6. The Indentures, the Loan Agreements, the Regulatory Agreement, the Bond Purchase Agreement, the Preliminary Official Statements and the Bonds shall be in substantially the forms previously reviewed by staff and described herein, which are hereby approved, with such completions, omissions, insertions and changes as may be necessary to reflect the final terms of the Bonds, including any changes that may be required by any rating agency that is rating the Bonds, any changes in dates as may be required to reflect the date of the actual closing, and as otherwise approved by the officers of the Authority executing them after consultation with bond counsel and counsel to the Authority, their execution to constitute conclusive evidence of their approval of any such completions, omissions, insertions and changes.

7. Any authorization made hereby to the officers of the Authority to execute a Document shall include authorization to the Chairman, Vice Chairman and Chief Executive Officer of the Authority or their respective designees to execute the document, authorization to the Secretary or any Assistant Secretary to affix the seal of the Authority to such document and attest such seal if necessary, and, where appropriate, to deliver it to the other parties thereto, all in the manner provided in the Documents.

8. Such officers are hereby authorized and directed to execute and deliver any and all other documents, agreements, instruments, and certificates in the name and on behalf of the Authority and to take such other actions on behalf of the Authority as may be necessary or desirable to the issuance of the Bonds, including but not limited to a nonarbitrage certificate, tax forms and other certificates. All other acts of the officers of the Authority previously taken or to be taken that are in conformity with the purposes and intent of this resolution and in furtherance of the undertaking of the Development and the issuance and sale of the Bonds are hereby authorized, ratified, confirmed and approved.

9. This resolution shall take effect immediately upon adoption.

I, Anthony Scott, Secretary of the Board of Commissioners of the Housing Authority of the City of Durham DO HEREBY CERTIFY that attached is a true and complete copy of the resolution adopted by the Board of Commissioners of the Authority at a regular meeting duly called and held on September 30, 2020, and that such proceedings of such meeting are recorded in the minutes of the Board. Pursuant to state law, a current copy of a schedule of regular meetings of this Board is on file in my office.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Authority this 30th day of September, 2020.

(SEAL)

By: _____
Anthony Scott, Secretary

**Motion: Commissioner Quick; Seconded: Commissioner Glenn;
Approved: Unanimously**

RESOLUTION NO. 3638

RESOLUTION AUTHORIZING THE WRITE-OFF OF CONVENTIONAL HOUSING COLLECTION LOSSES FOR THE PERIOD BEGINNING July 1, 2020 and Ending August 31, 2020

WHEREAS, the Housing Authority of the City of Durham has determined that it has exerted all efforts to collect monies owed from former residents; and

WHEREAS, the property management staff has notified each former resident of the amount owed; and

WHEREAS, the regulations of the U.S. Department of Housing and Urban Development rules require a board resolution to write off any and all monies owed that cannot be collected from residents.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Durham approves the write-off of rents, utilities, repair charges, court costs and late fees owed as per the listing of delinquent accounts shown in the amount of **\$15,805.11** for the period beginning July 1, 2020 and Ending August 31, 2020

This resolution shall take effect immediately.

Done this 30th day of September 2020.

RECORDING OFFICER'S CERTIFICATION

I, Anthony Scott, the duly appointed Secretary of the Housing Authority of the City of Durham, do hereby certify that this resolution was properly adopted at the regular meeting of the Board of Commissioners of the Housing Authority of the City of Durham held on September 30, 2020.

(SEAL)

BY: _____

Anthony Scott, Secretary

**Motion: Commissioner Westfall; Seconded: Commissioner Quick;
Approved: Unanimously**

RESOLUTION NO. 3639

RESOLUTION TO CONSIDER AND APPROVE RENEWAL OF THE FAMILY UNIFICATION PROGRAM MEMORANDUM OF UNDERSTANDING FOR FY 2019 – FYE 2020

WHEREAS, The Housing Authority of the City of Durham, herein called the Durham Housing Authority, and the Durham County Department of Social Services have agreed to make application

to the U.S. Department of Housing and Urban Development, herein called HUD, under the Family Unification Program (“FUP”); and

WHEREAS, the purpose of the FUP is to a) provide Housing Choice Voucher (“HCV”) rental assistance to youth between the ages of 18 thru 21 years old, who left foster care at age 16 or older to find affordable and decent housing, and b) promote family unification by providing vouchers to families for whom the lack of adequate housing is a primary factor in the imminent placement of the family’s child or children in out-of-home care, or in a delay of discharge of a child or children to the family from out-of-home care ; and

WHEREAS, the Durham Housing Authority has agreed to set aside 15 housing choice vouchers to implement the FUP until a notice of funding availability is announced; and

WHEREAS, Durham County Department of Social Services has agreed to establish and implement a system to identify eligible families and youth who meet the criterion for the program, and refer those individuals to the Durham Housing Authority; and

WHEREAS, the Durham Housing Authority will ensure the agency’s Administrative Plan is updated in accordance with applicable regulations and requirements when necessary, and will administer and manage the FUP waiting list to ensure that families and individuals meeting the criterion for the FUP receive priority, in accordance with policies set forth in its Administrative Plan; and

WHEREAS, the Durham Housing Authority will manage all housing related issues, including eligibility for housing assistance, housing inspections, determination of rent reasonableness, and disbursement of housing assistance payments to participating landlords; and

WHEREAS, the Durham Housing Authority has executed a Memorandum of Understanding, which is attached; and

WHEREAS, the Durham Housing Authority and the Durham County Department of Social Services recognize that the FUP will provide rental assistance for a maximum of 15 families/individuals and will continue to work together to administer this pilot program, although no FUP vouchers were awarded by HUD to any PHAs in the state of North Carolina.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of The Housing Authority of the City of Durham, as follows:

1. That the Memorandum of Understanding for the 2021 fiscal year, as outlined in the attached document, is in all respects approved; and
2. This resolution shall take effect on January 1, 2021.

Done this 30th day of September 2020.

RECORDING OFFICER’S CERTIFICATION

I, Anthony Scott, the duly appointed Secretary of the Housing Authority of the City of Durham, do hereby certify that this resolution was properly adopted at the regular meeting of the Board of Commissioners of the Housing Authority of the City of Durham held on September 30, 2020.

(SEAL)

BY: _____
Anthony Scott, Secretary

**Motion: Commissioner Nottingham; Seconded: Commissioner Armstrong;
Approved: Unanimously**

MOTION TO SUSPEND DHA MEETING:

Chairman Hudgins recommended a motion to suspend DHA's meeting at 7:18 p.m.

**Motion: Commissioner Quick; Seconded: Commissioner Nottingham;
Approved: Unanimously**

**AGENDA ITEMS X – ENTITIES BUSINESS (Suspend and Reopen DHA Meeting)
Development Ventures Incorporated**

MOTION TO REOPEN DHA MEETING:

Chairman Hudgins recommended a motion to reopen DHA's meeting at 7:21 p.m.

**Motion: Commissioner Quick; Seconded: Commissioner Glenn;
Approved: Unanimously**

AGENDA ITEM XI – INFORMATION ITEMS

➤ NONE

AGENDA ITEM XII -- ADJOURNMENT

The meeting was adjourned at 7:22 p.m.

**Motion: Commissioner Nottingham; Seconded: Commissioner Glenn;
Approved: Unanimously**

Chair

(SEAL)

Secretary