

**MINUTES OF THE REGULAR BOARD MEETING
HOUSING AUTHORITY OF THE CITY OF DURHAM
Durham Housing Authority
330 E. Main Street Durham, North Carolina 27701
July 22, 2020**

AGENDA ITEM I - CALL TO ORDER

Present:

Daniel C. Hudgins, Chair
George Quick, Vice Chair
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 5:33p.m. A quorum was present and the *Regular Meeting* was called into session.

AGENDA ITEM II – PUBLIC COMMENT PERIOD

➤ NONE

AGENDA ITEM III-- CHANGES TO THE AGENDA

➤ NONE

AGENDA ITEM IV – BOARD ACTION

Approval of the Minutes of the Board of Commissioners' Regular Meeting held on June 24, 2020.
Motion to approve the minutes.

Motion: Commissioner Nottingham; Seconded: Commissioner Webb-Bledsoe
Approved: Unanimously

AGENDA ITEM V -- 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 plans for the wireless connection/internet access for DHA properties in partnership with Durham Public Schools and the City of Durham. He stated that DHA is doing everything possible to ensure that the students of our properties have internet access and hardware access. He reported that DPS is supplying chrome books to the students

AGENDA ITEM VI - 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 Christine Westfall, shared highlights of the June Development Committee meeting. Commissioner Glenn suggested that a special meeting/training be held in August to review and discuss the development transactions and they should work and the RAD conversion. Mr. Scott stated he would discuss with Banks Law Firm on how to structure this training in order to provide the Board with a broader understanding on how the development process works. Commissioner Hudgins encouraged all Board Members to be a part of this special meeting. Commissioner Westfall recommended acceptance of the minutes of the June 17, 2020 meeting.

Motion: Commissioner Nottingham; 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, shared highlights of the June Finance Committee meeting and recommended acceptance of the minutes of the meeting of the June 17, 2020 meeting.

Motion: Commissioner Glenn; 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, shared highlights of the June Operations Committee meeting. Commissioner Glenn stated his concern of our children having to attend school virtually and the use of computers. He suggested that, with the assistance of Commissioner Webb-Bledsoe that we seek out Duke Students to be mentors/tutors for our children in assisting them with the use of computers. A brief discussion ensued. Commissioner Hudgins suggested that we pass that task on to Resident Services to determine any assistance that may be needed by our children. There being no further discussion, Commissioner Glenn recommended acceptance of the minutes of the June 17, 2020 meeting.

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

Resident Services Committee Report (Chaired by Commissioner Gloria Nottingham)

The Chair of the Operations Committee, shared highlights of the April Resident Services Committee meeting and recommended acceptance of the minutes of the April 15, 2020 meeting.

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

There were no additional comments.

AGENDA ITEM VII -- RESOLUTIONS FOR APPROVAL

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

RESOLUTION NO. 3626

**RESOLUTION GIVING PRELIMINARY APPROVAL FOR THE
ISSUANCE OF REVENUE BONDS TO FINANCE THE ACQUISITION,
CONSTRUCTION AND EQUIPPING OF AN AFFORDABLE HOUSING
DEVELOPMENT TO BE KNOWN AS TRAILS AT TWIN LAKES
APARTMENTS HOMES**

WHEREAS, the Board of Commissioners of the Housing Authority of the City of Durham (the "Authority") met in Durham, North Carolina at 5:30 p.m. on the 22nd day of July, 2020; and

WHEREAS, the Authority is organized and operates pursuant to the North Carolina Housing Authorities Law, Article 1 of Chapter 157 of the General Statutes of North Carolina, as amended (the "Act"); and

WHEREAS, the Act defines "housing project" in N.C.G.S. § 157-3(12) to include "property, buildings and improvements ... acquired or constructed ... pursuant to a ... plan or undertaking ... to provide grants, loans, interest supplements and other programs of financial assistance to public or private developers of housing for persons of low income, or moderate income, or low and moderate income"; and

WHEREAS, the Act, in N.C.G.S. §§ 157-9 and 157-37, gives the Authority the power “to provide for the construction, reconstruction, improvement, alteration or repair of any housing project” and “to borrow money upon its bonds, notes, debentures or other evidences of indebtedness and to secure the same by pledges of its revenues”; and

WHEREAS, Ross Road L.P., an Indiana limited partnership (the “Borrower”), intends to provide low and moderate income housing in Durham; and

WHEREAS, the Borrower has requested that the Authority assist it in financing the acquisition, construction and equipping of a low and moderate income residential rental housing facility to be known as Trails at Twin Lakes Apartment Homes, consisting of 168 units located on an 18.34-acre site at approximately 101 Lynn Road in Durham, North Carolina (the “Development”); and

WHEREAS, the Borrower has described to the Authority the benefits of the Development to the City of Durham and the State of North Carolina and has requested the Authority to agree to issue its housing revenue bonds in such amounts as may be necessary to finance the costs of acquiring, constructing and equipping the Development; and

WHEREAS, the Authority is of the opinion that the Development is a facility that can be financed under the Act and that the financing of the same will be in furtherance of the purposes of the Act;

NOW THEREFORE, BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE CITY OF DURHAM:

1. It is hereby found and determined that the Development will involve the acquisition, construction and equipping of low and moderate income housing facilities, and that therefore, pursuant to the terms and subject to the conditions hereinafter stated and the Act, the Authority agrees to assist the Borrower to finance the acquisition, construction and equipping of the Development by undertaking the issuance of the Authority’s multifamily housing revenue bonds (the “Bonds”) in an amount now estimated not to exceed Thirty-Two Million Dollars (\$32,000,000) to provide all or part of the cost of the Development.

2. The Authority intends that the adoption of this resolution be considered as “official action” toward the issuance of the Bonds within the meaning of the regulations issued by the Internal Revenue Service pursuant to Section 150 of the Internal Revenue Code of 1986, as amended (the “Code”), which will permit the Authority and the Borrower to incur costs and to reimburse those costs with the proceeds of the Bonds.

3. The Authority and the Borrower may proceed with plans for the acquisition and construction of the Development, enter into contracts for the same, obtain interim construction financing therefor, and take such other steps as may be deemed appropriate in connection therewith. The Authority and the Borrower, as applicable, may be reimbursed from the proceeds of the Bonds for all qualifying costs so incurred by it as permitted by Internal Revenue Service Regulations Section 1.150-2.

4. The Bonds shall be issued in such series and amounts and upon such terms and conditions as are mutually agreed upon between the Authority and the Borrower. The Authority

and the Borrower shall enter into a “financing agreement” pursuant to the Act for a term and upon payments sufficient to pay the principal of, premium if any, and interest on the Bonds and to pay all of the expenses of the Authority in connection with the Bonds and the Development. The Bonds will be issued pursuant to an indenture or security agreement between the Authority and a trustee (the “Trustee”) or the bondholder which will set forth the form and terms of the Bonds and will assign to the Trustee for the benefit of the holders of the Bonds, or directly to the bondholder, the Authority’s rights to payments under the financing agreement, except the Authority’s right to payment of fees and expenses and indemnification. The Bonds shall not be deemed to constitute a debt or a pledge of the faith and credit of the State of North Carolina or any political subdivision or agency thereof, including the Authority and the City of Durham, but shall be payable solely from the revenues and other funds provided under the proposed agreements with the Borrower.

5. The Authority will proceed, upon the prior advice, consent and approval of the Borrower, bond counsel and the Authority’s counsel, to obtain approvals in connection with the issuance and sale of the Bonds, including, without limitation, from the City Council and Mayor of the City of Durham and, if applicable, the North Carolina Local Government Commission. The Authority’s agreement to proceed is based in part upon the allocation of a sufficient amount of the State of North Carolina’s “private activity bond limit,” as required by Section 141 of the Code and as defined in Section 146 of the Code, for the Bonds.

6. It having been represented to the Authority that it is desirable to proceed with the acquisition, construction and equipping of the Development, the Authority agrees that the Borrower may proceed with plans for such acquisition, construction and equipping, enter into contracts for the same, and take such other steps as it may deem appropriate in connection therewith, provided that nothing herein shall be deemed to authorize the Borrower to obligate the Authority without its written consent in each instance to the payment of any monies or the performance of any act in connection with the Development and no such consent shall be implied from the Authority’s adoption of this resolution. The Authority agrees that the Borrower may be reimbursed from the proceeds of the Bonds, if and when issued, for all qualifying costs so incurred by it.

7. All obligations hereunder of the Authority are subject to the further agreement of the Authority and the Borrower to terms for the issuance, sale and delivery of the Bonds and the execution of a financing agreement, indenture or security agreement and other documents and agreements necessary or desirable for the issuance of the Bonds. The Authority has not authorized and does not authorize the expenditure of any funds or monies of the Authority from any source other than the proceeds of the Bonds. All costs and expenses in connection with the financing and the acquisition, construction and equipping of the Development, including the reasonable fees and expenses of the Authority’s counsel, bond counsel and the agent or underwriter for the sale of the Bonds, shall be paid from the proceeds of the Bonds or by the Borrower, but if for any reason the Bonds are not issued, all such expenses shall be paid by the Borrower and the Authority shall have no responsibility therefor. It is understood and agreed by the Authority and the Borrower that nothing contained in this resolution shall be construed or interpreted to create any personal liability of the officers or commissioners from time to time of the Authority.

8. The Chief Executive Officer of the Authority and his designee(s) are hereby authorized and directed to take all actions in furtherance of the resolution and the issuance of the Bonds.

9. The Authority hereby approves McGuireWoods LLP, Raleigh, North Carolina, to act as bond counsel for the Bonds.

10. This resolution shall take effect immediately upon its passage.

* * * * *

RECORDING OFFICER'S CERTIFICATION

I, Anthony Scott, Secretary of the Housing Authority of the City of Durham, DO HEREBY CERTIFY that the foregoing is a true and complete copy of so much of the proceedings of the Board for such Authority at a Board meeting duly called and held on July 22, 2020, as it relates in any way to the resolution hereinabove set forth, and that such proceedings are recorded in the minutes of such Board. Pursuant to state law, a current copy of a schedule of regular meetings of this Board is on file in my office.

WITNESS my hand and the official seal of the Authority this 22nd day of July, 2020.

(SEAL)

By: _____
Anthony Scott, Secretary

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

RESOLUTION NO. 3627

RESOLUTION AUTHORIZING THE WRITE-OFF OF CONVENTIONAL HOUSING COLLECTION LOSSES FOR THE PERIOD BEGINNING June 1, 2020 AND ENDING June 30, 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 **\$2459.29** for the period beginning June 1, 2020 and Ending June 30, 2020

This resolution shall take effect immediately.

Done this 22nd day of July 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 July 22, 2020.

(SEAL)

BY: _____

Anthony Scott, Secretary

Motion: Commissioner Quick; Seconded: Commissioner Nottingham;

Approved: Unanimously

RESOLUTION NO. 3628

**RESOLUTION APPROVING THE REVISION TO THE HOUSING CHOICE
VOUCHER PROGRAM UTILITY ALLOWANCES**

WHEREAS, the Housing Authority of the City of Durham is required to maintain a utility allowance schedule for all tenant-paid utilities, for cost of tenant-supplied refrigerators and ranges, and for other tenant-paid housing services; and

WHEREAS, in accordance with the U. S. Department of Housing and Urban Development regulations governing the Housing Choice Voucher Program (Section 8) which state “a PHA must review its schedule of utility allowances each year, and must revise its allowance for a utility category if there has been a change of 10 percent or more in the utility rates since the last time the utility allowance schedule was revised.”

WHEREAS, the Housing Authority of the City of Durham procured the services of 2RW Consultants, Inc. to perform a utility allowance analysis comparing the utility rates that were used in the 2019 allowance study, with the rates used in the 2020 allowance study and determined that a revision is necessary.

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

1. That the proposed utility allowances, as attached, be approved; and
2. That the proposed utility allowances become effective January 1, 2021.

Done this 22nd day of July 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 July 22, 2020.

(SEAL)

BY: _____
Anthony Scott, Secretary

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

RESOLUTION NO. 3629

**RESOLUTION TO AMEND THE ADOPTED COVID-19 STATUTORY &
REGULATORY WAIVERS PROVIDED BY HUD**

WHEREAS, an outbreak of a respiratory disease caused by a novel (new) coronavirus has been detected in over 200 countries and territories worldwide, including the United States. The virus has been named “severe acute respiratory syndrome coronavirus” (SARS-CoV-2), and the disease it causes, Coronavirus Disease 2019 (COVID-19) and **WHEREAS**, COVID-19 was declared a global pandemic on March 11, 2020 by the World Health Organization; and

WHEREAS, COVID-19 was declared a national emergency by the President on March 13, 2020; and

WHEREAS, On March 25, 2020 the Mayor of the City of Durham issued a Stay At Home order to suppress the spread of the virus by limiting person-to-person contact, and on March 27, 2020 the Governor of North Carolina announced a Stay At Home order for the State of North Carolina for the same purpose; and

WHEREAS, On March 27, 2020 the Coronavirus Aid, Relief, and Economic Security (CARES) Act was passed by Congress and signed into law by the President, giving HUD the authority to waive some of its statutory and regulatory requirements; and

WHEREAS, On April 10, 2020, HUD issued PIH Notice 2020-05, indicating which statutory and regulatory requirements it would waive for Public Housing Authorities (PHAs); and

WHEREAS, On July 2, 2020, HUD issued PIH Notice 2020-13, extending the availability period for the waivers, and provided additional waivers; and

WHEREAS, the waivers in PIH Notices 2020-05, and 2020-13 provide administrative flexibilities to PHAs in response to the COVID-19 national emergency, and use of these waivers are at the discretion of the PHA; and

WHEREAS, use of these will enable the Housing Authority of the City of Durham to ensure that families can remain in their homes, to continue to provide assistance to additional families in need of housing assistance, and to conduct critical operations safely.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Durham approves the adoption of the Amended COVID-19 Waivers listed in Exhibit A.

Done this 22nd day of July, 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 July 22, 2020.

(SEAL)

BY: _____
Anthony Scott, Secretary

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

RESOLUTION NO. 3630

**RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF DURHAM TO
APPROVE AMENDMENT TO BY-LAWS OF
EDGEMONT ELMS HOUSING, INC. AND LEARNING ASSISTANCE, INC.**

WHEREAS, pursuant to Article XI, Section 4 of Edgemont Elms Housing, Inc.'s by-laws (the "EEHI By-Laws"), the Board of Commissioners of the Housing Authority of the City of Durham (the "Board") wishes to approve the amendment of Article IV, Section 1 of the EEHI By-Laws;

WHEREAS, pursuant to Article XI of Learning Assistance, Inc.'s by-laws (the "LAI By-Laws" and together with the EEHI By-Laws, the "By-Laws"), the Board wishes to approve the amendment of Article III, Section 1 and Section 2 of the LAI By-Laws;

WHEREAS, said proposed amendments to the By-Laws will eliminate quarterly regular meetings of each Edgemont Elms Housing, Inc. and Learning Assistance, Inc. (collectively, the "Entities"), and result in each Entity conducting its regular business at its annual meeting, once per year, or at special meetings, as determined by the respective Board of Directors of the Entities;

WHEREAS, the Board has been advised by its legal counsel that the By-Laws should be modified to reflect said proposed amendments; and

WHEREAS, all statutory requirements have been met and said amendments are consistent with and do not contravene the Articles of Incorporation of the Entities.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the City of Durham that the proposed amendments to the By-Laws, as shown in *Exhibit A*, attached hereto and incorporated herein by reference, are hereby by approved.

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 by the Board of Commissioners at a regular meeting of held on July 22, 2020.

(SEAL)

BY: _____

Anthony Scott, Secretary

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

RESOLUTION NO. 3631

RESOLUTION APPROVING THE RENEWAL OF THE HEALTH INSURANCE CONTRACT WITH BLUE CROSS AND BLUE SHIELD OF NORTH CAROLINA

WHEREAS, the Housing Authority of the City of Durham offers employees a variety of benefits, including health, dental, disability and life insurance; and

WHEREAS, the current contract with Blue Cross and Blue Shield of North Carolina, is scheduled to expire on August 31, 2020; and

WHEREAS, the Housing Authority of the City of Durham intends to continue offering dental, disability and life benefits as currently designed for an additional year; and

WHEREAS, the Housing Authority of the City of Durham received a 17% increase in premiums with Blue Cross Blue Shield of North Carolina that was negotiated to a 5% increase no changes.

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

1. That the Blue Cross Blue Shield of North Carolina, the Guardian Life Insurance Company of America and the US Able Life contracts be renewed for an additional year;
2. That the Chief Executive Officer is hereby directed to execute all contracts or other documents necessary to effectively award these contracts;
3. That the existing dental and disability benefit plans remain at the current levels and employee payroll deductions for health coverage be increased as indicated;
4. That this Resolution shall take effect immediately.

Done this 22th day of July 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 special meeting of the Board of Commissioners of the Housing Authority of the City of Durham held on July 22, 2020.

(SEAL)

BY: _____
Anthony Scott, Secretary

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

RESOLUTION NO. 3632

RESOLUTION AUTHORIZING THE IMPLEMENTATION OF A COVID-19 HOUSING STABILITY PROGRAM

WHEREAS, an outbreak of a respiratory disease caused by a novel (new) coronavirus has been detected in over 200 countries and territories worldwide, including the United States. The virus has been named “severe acute respiratory syndrome coronavirus” (SARS-CoV-2), and the disease it causes, Coronavirus Disease 2019 (COVID-19); and

WHEREAS, COVID-19 was declared a global pandemic on March 11, 2020 by the World Health Organization, and COVID-19 was declared a national emergency by the President on March 13, 2020; and

WHEREAS, on March 27, 2020 the Coronavirus Aid, Relief, and Economic Security (CARES) Act was passed by Congress and signed into law by the President, mandating a moratorium on evictions for all public housing authorities; and

WHEREAS, United States Department of Housing and Urban Development (HUD) has forbidden Public Housing Authorities (PHA) from paying, or waiving tenant rents during this pandemic; and

WHEREAS, the moratorium on evictions will end on July 24, 2020, leaving a number of families residing in DHA communities with an increased risk of eviction; and

WHEREAS, the impacts of this pandemic poses unprecedented hardships for a significant number of families residing in DHA communities; and

WHEREAS, consistent with DHA’s policy to prevent filing of evictions due to an inability to pay rent; and

WHEREAS, the DHA Board of Commissioners has no desire to allow any family residing in a DHA community to be evicted due to their inability to pay rent; but instead desires to see the Agency do all within its power to prevent eviction.

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

1. That the Board of Commissioners authorizes implementation of a “COVID-19 Housing Stabilization Program” at DHA.
2. That the Chief Executive Officer is hereby directed to develop, and implement a COVID-19 Housing Stability Program based on HUD’s Guidance and suggested best practices, use of the adopted COVID-19 waivers, and PHA discretionary policies in order to prevent evictions.
3. That the Chief Executive Officer is hereby directed to report monthly on the results of this initiative and the families that it serves.

Done this 22nd day of July, 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 July 22, 2020.

(SEAL)

BY: _____
Anthony Scott, Secretary

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

MOTION TO SUSPEND DHA MEETING:

Chairman Hudgins recommended a motion to suspend DHA’s meeting at 6:21 p.m.

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

AGENDA ITEMS VIII – ENTITIES BUSINESS (Suspend and Reopen DHA Meeting)

**Development Ventures Incorporated
Edgemont Elms
Learning Assistant, Inc.
Resident Services**

MOTION TO REOPEN DHA MEETING:

Chairman Hudgins recommended a motion to reopen DHA’s meeting at 6:31 p.m.

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

AGENDA ITEM IX – INFORMATION ITEMS

➤ NONE

AGENDA ITEM X -- ADJOURNMENT

The meeting was adjourned at 6:34 p.m.

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

Chair

(SEAL)

Secretary