

**Housing Authority of the City of Charlotte**  
**AGENDA**  
**Regular Meeting of Commissioners**

*Charlotte Housing Authority  
Central Office  
1301 South Boulevard  
Charlotte, NC 28203*

*April 17, 2007*

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**5:00 p.m.** - **Regular Board Meeting Convenes:**

Regular Meeting Agenda:

1. Public Forum
2. Additions to the Agenda
3. Consideration to Approve the Minutes for:
  - Regular Board Meeting held *March 20, 2007* (**tab 5**)
4. Resident Advisory Council (RAC) Report (**tab 4**)
5. Monthly Report from the CEO
  - Monthly Scorecard (**tab 1**)
  - MTW Update
6. Committee Reports:
  - Client Relations Committee
  - Development Committee
  - Finance and Audit Committee
7. **Consent Agenda Action Items:**
  - A. Facilities Contractual Agreement for Work Readiness Services (**p.1**)
  - B. Approval of Submission of Dispositions for Pine Valley Properties (**p.2**)
  - C. Re-appropriate Funds in Central Office Cost Center (**p.3**)
  - D. Amendment to the 2006 Capital Fund Budget (**p.4**)
  - E. Re-appropriate Funds in the Asset Management Project Budget (**p.5**)
  - F. Renewal Authorization for Banking Depository Agreements (**p.6**)
  - G. Retirement Plan Change (**p.7**)
8. **Business Agenda Action Items:**
  - A. Springfield Gardens Family Self-Sufficiency (FSS) Agreement (**p.8**)
9. **Executive Session:**

**Consent Agenda:**

**Consent Agenda items for the April 17, 2007 Regular Board Meeting of the Charlotte Housing Authority Board of Commissioners.**

**7. A Facilities Contractual Agreement for Work Readiness Services**

<p><b>Action:</b>        <b>Approve the Facilities Contractual Agreement for Work Readiness Services to “At-Risk” Youth Residing in Public Housing.</b></p>
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**Staff Resource:**        Donna Hughes

**Strategic Business:**    Operations

**Strategic Goal:**        Facilitate Client Families’ Highest Potential

**Explanation:**

The CHA Client Services Department offers various social services to residents in all public housing communities. The CHA desires to sponsor a program to provide quality Work Readiness Services to “at-risk” youth who reside in its public housing communities.

ARBOR E&T, LLC (ARBOR) has developed a program to provide ongoing professional development and support to out-of-school youth from ages 16 to 21 years. The CHA and ARBOR have deemed the operation of the program to be in the best interest of the youth who reside in the CHA public housing communities.

The CHA will permit ARBOR to operate the program on its premises and use the community meeting rooms located at 326 and 306 Benjamin Street in Charlotte. Also, ARBOR will be permitted daily use of the computer labs at Southside Homes and the Carole Hoefener Center, Monday through Thursday, during hours to be determined by the parties at the time of the execution of the agreement (referred to as “Facilities”) for the purpose of conducting the program. In addition, ARBOR will be permitted to share, in conjunction and in cooperation with other users of the building, use of the lobby, restrooms, parking areas, and other common areas of the Facilities at each of the respective meeting rooms during times when ARBOR is operating the program.

The CHA agrees to permit ARBOR to use the Facilities for purposes of operating the program, free of rent or any other charge, for a minimum period of fifty (50) hours of instruction for the participants, beginning April 1, 2007. If ARBOR continues to use the Facilities for any reason after expiration of the agreement,

ARBOR's use of the Facilities shall be deemed to be pursuant to the agreement. The CHA has the right to terminate the agreement at any time after expiration of the terms by giving Arbor at least thirty (30) days prior written notice.

**Committee Discussion:**

The Committee discussed and unanimously approved this recommendation for Board approval at its meeting on April 17, 2007.

**Funding:** N/A

**Attachment:** Facilities Contractual Agreement (Tab 3)

**7. B Approval of Submission of Dispositions for Pine Valley Properties**

**Action:** Approve Resolution No. 1468 to Amend Resolution No. 1365 Which Authorized the Submission of Disposition Applications to HUD for CHA Owned Turnkey III Single Family Homes Located at 1901 Longleaf Drive, 2400 Longleaf Drive, 9411 Loblolly Lane on .51 acres of land and 2.97 acres of vacant land.

**Staff Resource:** Troy D. White

**Key Business:** Operations

**Strategic Goal:** Maximize Economic, Social, and Physical Value of Real Estate

**Explanation:**

These vacant houses and vacant land were acquired as part of the "Turnkey III" program of CHA in 1992. This program of acquiring lots to develop single family homes for low income residents, while warranted at the time is no longer part of CHA housing strategy.

The homes included in the disposition have been available to CHA clients for purchase as a part of the Homeownership Program for more than a decade. Due to the fact that CHA has been unsuccessful in selling the homes, CHA staff has determined it is in the best interest of the organization to sell these properties. Staff has concluded that the proceeds should be utilized to in other CHA initiatives.

Additionally, the management of these properties, which are geographically scattered, is ineffective and provides no efficiencies to the organization. One of the goals of asset management is to coordinate activities most efficiently and cost effectively. These properties do not contribute to that goal.

**This amendment will comply with the request of the Special Applications Centers (SAC) and new demolition/disposition rule that requires a Board Resolution signed and dated after resident and local government consultation.**

**Committee Discussion:**

The CHA Board of Commissioners previously approved resolution no. 1365 at the April 18, 2006 meeting. The Committee unanimously recommended to the Board of Commissioners the approval of resolution no. 1468.

**Community Input:** None

**Attachment:** Resolution No. 1468 (Tab 2)

**7. C Re-appropriate Funds in the Central Office Cost Center Budget**

<p><b>Action:</b> Approve Resolution No. <u>1466</u> Which Amends Resolution No. 1452 Which Adopted the Central Office Cost Center Budget, Exhibit A, for Fiscal Year Ending</p>
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**Staff Resource:** Ralph Staley

**Strategic Business:** Finance and Administration

**Strategic Goal:** Attain Long – Term Financial Viability

**Explanation:**

In Resolution No. 1372, \$122,736 was appropriated for Bilbro property and other land pursuit cost which is a part of the Piedmont Courts Revitalization Plan. In this amendment, we need to re-appropriate \$122,536. Funding is from the Fund Balance Appropriated-Land Sale Proceeds line item.

Also in Resolution 1372, \$60,000 was re-appropriated for the demolition phase of the Bilbro property project. In this amendment, we need to re-appropriate \$5,606. Funding is also from the Fund Balance Appropriated-Land Sale Proceeds line item.

Total appropriation for the two items is \$128,142. These changes can be seen in Exhibit A and the budget remains balanced with the appropriation of fund balance.

**Committee Discussion:**

The Finance & Audit Committee discussed and unanimously approved this item for inclusion on the consent agenda at its meeting on April 11, 2007.

**Funding:** Fund Balance Appropriated-Land Sale Proceeds

**Attachments:** Resolution No. 1466 (Tab 2)  
Exhibit A (Tab 3)

**7. D Amendment to the 2006 Capital Fund Budget**

<b>Action:</b> Approve Resolution No. <u>1467</u> which amends Resolution No. 1412 which adopted the 2006 Capital Fund Grants.
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**Staff Resource:** Ralph Staley

**Strategic Business:** Finance and Administration

**Strategic Goal:** Attain Long – Term Financial Viability

**Explanation:**

The CHA received notice in March 2007 of additional funding under its formula award for the 2006 Capital Fund grants. The total Capital Fund Program (CFP) award increased by \$150,885 to \$5,258,020 and is awarded as follows:

<u>Grant</u>	<u>Original</u>	<u>Increase</u>	<u>Final</u>
Capital Fund	\$ 4,661,316	\$137,714	\$4,799,030
Replacement Housing Factor (1 <sup>st</sup> Increment)	\$ 235,034	\$6,944	\$241,978
Replacement Housing Factor (2 <sup>nd</sup> Increment)	\$ 210,785	\$6,227	\$217,012

The Board approved the CHA’s Agency Plan submission that included estimated budgets for the CFP grants. Based on the addition to the final formula amounts listed above, staff has prepared the required grant budget amendments and Board approval is needed to adopt the revised budgets.

The attached 2006 Capital Fund and Replacement Housing Factor grants and Resolution No. 1467 need to be approved by the Board.

This resolution amends Resolution No. 1412 Exhibit A and further breaks down Exhibit A into three exhibits. We now have Exhibit A Capital Fund, Exhibit B Replacement Housing Factor 1<sup>st</sup> Increment and Exhibit C Replacement Housing Factor 2nd Increment.

**Committee Discussion:**

The Finance & Audit Committee discussed and unanimously approved this item for inclusion on the consent agenda at its meeting on April 11, 2007.

**Funding:** 2006 Capital Fund  
Replacement Housing Factor 1<sup>st</sup> Increment  
Replacement Housing Factor 2<sup>nd</sup> Increment

**Attachments:** Resolution No. **1467** (Tab 2)  
Exhibit A-Capital Fund (Tab 3)  
Exhibit B-Replacement Housing Factor 1<sup>st</sup> Increment (Tab 3)  
Exhibit C-Replacement Housing Factor 2<sup>nd</sup> Increment (Tab 3)

## **7. E Re-appropriate Funds in the Asset Management Project Budget**

**Action:** Approve Resolution No. **1470** which amends Resolution No. 1452, Exhibit B, which adopted the Asset Management Project Budget for the fiscal year ending March 31, 2008.

**Staff Resource:** Ralph Staley

**Strategic Business:** Finance and Administration

**Strategic Goal:** Attain Long – Term Financial Viability

**Explanation:**

We need to re-appropriate \$305,470 for the 2007-2008 fiscal year for our Energy Conservation contract. Of this amount, \$50,000 will be used for energy conversation at Edwin Towers and \$255,470 will be used for energy conservation at Sunridge. These funds must be used for the stated purpose to conform to the loan documents.

Funding is from the Fund Balance Appropriated line item and is shown in Exhibit A.

**Committee Discussion:**

The Finance & Audit Committee discussed and unanimously approved this item for inclusion on the consent agenda at its meeting on April 11, 2007.

**Funding:** Fund Balance Appropriated

**Attachments** Resolution No. **1470** (Tab 2)  
Exhibit A (Tab 3)

## **7.F Renewal Authorization for Banking Depository Agreements**

**Action:** Approve Resolution No. 1471 for the Renewal of Banking Depository Agreements and Designation as Official Depositories for First Charter Bank, First Trust Bank, Mechanics & Farmers Bank, Bank of America and Wachovia.

**Staff Resource:** Heather Franklin

**Strategic Business:** Finance and Administration

**Strategic Goal:** Attain Long-Term Financial Viability

**Explanation:**

In January 2002 the Housing Authority sent out an RFP to several banks in the Charlotte area with the goal of consolidating our banking services with one main provider. The result of that process was a Service Contract awarded to First Charter Bank by the Board. From time to time, the Housing Authority also places money in CD's and other accounts with area banks, such as First Trust Bank, Mechanics & Farmers Bank, Bank of America and Wachovia, as needed for the financial benefit of Authority.

The Board is asked to renew their authorization for staff to establish and maintain bank accounts with First Charter Bank during the normal course of business as needed and in compliance with the Service Contract Agreement and to maintain accounts with the other stated banks as needed. This action is necessary in order to maintain appropriate audit trails in conjunction with the banking services contract.

HUD PIH Notice 2002-13 requires that the Housing Authority have a Banking Depository Agreement with all banks utilized and NCGS 159-31 requires that the governing board designate official depositories. With this item the Board will be giving approval of both renewals required in a single formal action.

**Committee Discussion:**

The Finance & Audit Committee discussed and unanimously approved this item for inclusion on the consent agenda at the committee meeting on April 11, 2007.

**Attachments:** Resolution No. 1471 (Tab 2)

## **7. G Retirement Plan Change**

**Action: Approve Resolution No. 1472 to authorize adoption of the new retirement plan document and change treatment of employee voluntary plan contributions.**

**Staff Resource:** Charlene Wall

**Strategic Business:** Finance and Administration

**Strategic Goal:** Attain Long-Term Financial Viability

**Explanation:**

In December, 2003 our Board authorized our withdrawal from the Housing and Renewal Retirement plan and movement of our plan to outside administrators. This move was made due to a concern with the limited fund offerings available at that time under the Housing Renewal Plan. When that move occurred, we simply moved the plan, utilizing our current plan document. We recognized at the time that a new plan document was preferable, but this was not a requirement of the move and we chose to focus on the movement of the plan and the subsequent employee education involved. When we were finally able to look at doing a new plan document, we found the cost of this to the plan could be between \$1500 and \$2500 dollars, however our plan administrators did agree to do this as time allowed. The new document was never completed and was a pre-cursor to many administrative concerns with the initial group, Benefit Services Group, which had been chosen. We chose, after a two year period of attempting to resolve issues with BSG and a search for administrators with more experience in small government plans, to move plan administration to R S M McGladrey, an offshoot of American Express. McGladrey offered at the time of the move to rewrite and update our retirement plan document free of charge, to address any changes in retirement law which had occurred during our time with BSG and to address a concern we had about the tax consequences of employee voluntary contributions (our old plan treated these contributions on an after tax basis, when we were now allowed under retirement plan law to treat these contributions on a before tax basis). This has now occurred and a new plan document written (Exhibit A), which is up to date with all retirement law and allows the change in tax treatment of employee voluntary contributions.

Adoption of the new plan document and the tax change on employee voluntary contributions requires a Board resolution, authorizing this action.

**Committee Discussion:**

The Finance & Audit Committee discussed this item at the committee meeting on April 11, 2007.



**Funding:** N/A

**Community Input:** None

**Attachments:** Resolution No. 1472 (Tab 2)  
Retirement Plan Document (available upon request)

**Business Agenda:**

**Business Agenda items for the April 17, 2007 Regular Board Meeting of the Charlotte Housing Authority Board of Commissioners.**

**8. A Springfield Gardens Family Self-Sufficiency Supportive Services Agreement**

<p><b>Action:</b> Approve resolution <u>1473</u> to authorize execution of the Springfield Gardens Family Self-Sufficiency (FSS) Supportive Services Agreement.</p>
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**Staff Resource:** Donna Hughes

**Strategic Business:** Operations

**Strategic Goal:** Facilitate Client Families' Highest Potential

**Explanation:**

The CHA has developed a new mixed-income family housing community in Mecklenburg County known as Springfield Gardens. Residential occupancy is scheduled to begin in April 2007. The CHA wishes to provide case management services to all families, residing in Springfield Gardens, who are qualified for supportive services. The CHA supports utilizing partnerships with other community service providers rendering such services to eligible families at Springfield Gardens.

Melange Health Solutions, LLC will provide case management services to families referred by CHA. Melange will accept referrals from the CHA within forty-eight (48) hours from the time the CHA refers a family to Melange. The CHA will be notified regarding the referred families who do not comply with programs provided by Melange. Melange will render monthly invoices for their services.

The CHA will pay Melange a flat monthly fee of \$1,500.00 for all case management services provided, without regard to the number of families actually served per month.

The contract shall be effective for a period of one (1) year unless either party terminates without cause by delivery of a written notice of termination at least sixty (60) days prior to the date of the proposed termination.

**Committee Discussion:**

The Committee discussed and requested additional information for this item and proposed inclusion on the Business Agenda of the April 11, 2007 Board meeting.

**Funding:** Arbor Glen HOPE VI

**Attachment:** Resolution No. 1473 (**Tab 2**)  
Supportive Services Agreement (**Tab 3**)  
Exhibit A – Performance Work Statement (**Tab 3**)

**MINUTES OF THE REGULAR BOARD MEETING  
OF THE COMMISSIONERS' OF THE HOUSING  
AUTHORITY OF THE CITY OF CHARLOTTE  
HELD ON TUESDAY, MARCH 20, 2007**

The Commissioners of the Housing Authority of the City of Charlotte, North Carolina held a regular meeting at the *Charlotte Housing Authority, Central Office, 1301 South Boulevard, Charlotte, NC 28203* at 5:00 p.m. on March 20, 2007.

***Present:*** Commissioner Dan Page, Chairman  
Commissioner Sandra Peters, Vice-Chairperson  
Commissioner Rodney Moore  
Commissioner Will Miller  
Commissioner Chris Moffat  
Commissioner Montega Everett

***Absent:*** Commissioner David Jones

***Also Present:*** Charles Woodyard, CEO  
Sherrod Banks, General Counsel

Chairman Page called the regular meeting of the Charlotte Housing Authority Board of Commissioners' to order. The first item on the agenda is the Public Hearing for the 2007 Moving-to-Work Annual Plan.

**Public Hearing:**

Chairman Page stated that the purpose of the public hearing is to bring closure to the 45-day public review/comment period for the Charlotte Housing Authority's 2007 Moving-to-Work Annual Plan before it is submitted to HUD. Additionally a prepared statement was read concerning this hearing. The statement will be electronically sent to each Board member for their records. The following comments were made:

Ms. Mae Aldridge, represented the Domestic Violence Advocacy Council and Ms. Jane Taylor, represented the Shelter for Battered Women were very disappointed to see that Domestic Violence was not on the list of priorities. They wanted to discuss briefly about domestic violence and why they feel it should also be one of the priorities. She explained that her organization is composed of service providers in the community, as well as other individuals who are interested in domestic violence services within Mecklenburg County. It is requested that they would like domestic violence preferences to still be included in the CHA Moving-to-Work plan. Domestic violence will often lead to homelessness especially among women and children. Many victims are good candidates for the Homeownership Program. However, with the lack of housing, it is extremely difficult for woman and children to get back into a stable environment. A copy of the domestic

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violence study was left for review by the Board as well as CHA staff. Chairman Page stated that this topic would be worthy of further discussion prior to finalizing the MTW plan.

Ms. Roxy Johnson, represented the Area Mental Health, and her job title is Housing Specialist. She was happy to hear the disabled will continue to remain on the preference group and would like to thank CHA for that. However, she wanted to share the following historical data. The Area Mental Health has had and continues to have a long working relationship with the Charlotte Housing Authority. In 2000, there was a large main stream initiative and as a result at least 75 Section 8 vouchers were set aside for the special needs population. All vouchers have been utilized and when people graduate or rotate out of the unit we continue to maintain a waiting list. There is currently a waiting list of 147. There is still a need for greater assistance. We would like to continue the effort in making sure that we have alternative/affordable housing for this population.

Ms. Amy Leary, represented St. Peters Home at McCreesh Place, which has a single occupancy of 63 rented apartments located on N. Davidson Street. They house people with disabilities as well as those coming from homelessness. It is there mission to constantly connect this population, even though there is a limited amount of resources. She wanted to thank the CHA for making a good decision in keeping that preference in the Moving-to-Work plan.

A final spokesperson came forward who represented the HIV/AIDS. He wanted to praise the organization for continuing to keep this preference. It was stated that without housing this population is practically sentenced to a premature death. He also stated that he greatly appreciated the support and look forward to working with the organization in an effort to make the relationship even better.

Chairman Page thanked the guests that came forward and spoke to the Board. He stated that he was certainly sympathetic to their request/needs. With there being no further comments, the public hearing was closed and we will move on to the regular public forum.

**Public Forum:**

Chairman Page requested if there was anyone scheduled to speak. Hearing none, the public forum was closed.

**Additions to the Agenda:**

Chairman Page stated that he had a few additions to the Executive Session agenda: an update on 6<sup>th</sup> & Davidson and Live Oak projects.

**Consideration to Approve the Minutes for :**

- Regular Board meeting held *February 20, 2007*

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Commissioner Moore stated that the minutes be approved with the following correction. In the Public Forum section, second line should read Richard McElrath instead of Bishop McElroy. Therefore a motion was made to approve with this change.

**APPROVE:**

Motion was made to approve with the following correction:	Commissioner Moore
Motion was seconded by:	Commissioner Moffat
Outcome of the vote:	Passed unanimously

**Resident Advisory Council (RAC) Report:**

The update was given by: Ms. Janice Belk, secretary.

- ❖ During the month of February, 2007, Ms. Stitt, RAC president, had the opportunity to visit: Meadow Oaks, Southside Homes, Parktowne Terrace and will be returning to Parktown Terrace in the near future.
- ❖ On March 2, 2007 RAC held its fundraiser buffet breakfast which was a huge success. Thanks to all for their support.
- ❖ Ms. Stitt visited Sunridge Apartments on March 8<sup>th</sup>.
- ❖ The tenant patrol meeting took place on March 10<sup>th</sup>, which should have been at Strawn Apts., was cancelled.
- ❖ Tarlton Hills held their election on March 12<sup>th</sup>.
- ❖ On March 13<sup>th</sup> RAC held a meeting with Mr. Troy White, COO (representing Ms. Shaunte Evans, Chief Administrative Officer). There was discussion concerning the MTW program. There were also guest from the Red Cross which gave a training session and discussed emergency evacuation.
- ❖ March 15<sup>th</sup> Ms. Stitt visited Southside Homes for a grievance workshop and on March 19<sup>th</sup> Ms. Stitt held a grievance workshop at Edwin Towers.
- ❖ CHA/RAC will host its monthly Quality Circle Meeting on March 27<sup>th</sup> at Strawn Apts. at 2:00 p.m.
- ❖ Ms. Stitt will visit Tall Oaks on March 27<sup>th</sup>.

This concludes our monthly report.

**Monthly Report from the CEO:**

Troy White, COO, gave the following update:

Mr. White referred to page 1, referring to the Section 8 scorecard under tab 1. The waiting list is reducing. Today's action will help to open up the waiting list and initiate our lottery process. There will be a future note that will be discussed at the next Client Relations committee meeting. It was noted back in 2005 that we were holding vouchers specific to project based Section 8. As those units become available we have vouchers that will become available and we will re-highlight that notification. On page two, we are doing extremely well at Boulevard Homes and Dillehay Courts. The trend continues at Southside Homes. On page three, there are the conventional public housing sites. We

are at 14 days turn-around time and the affordable on page three are at 20. Therefore we are on target. On the last page, McAlpine/Glen Cove is highlighted. Mr. Woodyard  
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stated that for the benefit of the new Board members, Mr. White would give a brief history of the acquisition of McAlpine/Glen Cove. He stated that the Charlotte Housing Authority had the opportunity to purchase McAlpine and Glen Cove as a tax credit site, from Wachovia Bank, which was approved by the Board. As a result of the acquisition we have been moving toward a renovation of both sites which will include public housing residents. McAlpine is a 100% senior facility and Glen Cove is a family site.

#### **MTW Update:**

Shaunte Evans, Chief Administrative Officer, gave the following report. Representatives from HUD/DC and the local field office in Greensboro, visited the central office on March 15, 2007 concerning the Moving-to-Work agreement. We were able to speak very candidly and were informed that they are still working on the final agreement. We were advised that they expect to have a draft agreement by the end of March, or beginning of April. Then another version will be made available for a 2 week comment period for all MTW Authorities. After that information is received it will be revised again and hopefully a final document will be available by May 2007.

### **Committee Meetings**

#### **Client Relations Committee:**

Commissioner Moore gave the following report:

- The meeting took place on March 7, 2007. The agenda was very extensive.
- Troy White, COO, spoke concerning MTW. Where the organization is heading and what is our time frame.
- There was a presentation by Michelle Allen, R/E Development Officer, concerning townhomes at Seigle Pointe. Also Ben Collins, from Grubb Properties, gave an overview of what the properties would look like as well as the funding structure.
- Discussion of amendments concerning our Family Self-Sufficiency Program.
- Mr. White gave a brief overview of the Section 8 presentation he shares with communities/group meetings.
- Brief discussion concerning the Neighborhood Symposium that will take place on March 31, 2007 at the Charlotte Convention Center.

#### **Finance and Audit Report:**

Commissioner Sandra Peters, Vice-Chairperson gave the following report:

- The meeting took place on March 7, 2007.
- Most of the items discussed are listed under the Consent Agenda Action Items however would like to briefly elaborate on a few.
- It was recommended to adopt the budget for the Central Office Cost Center, Asset Management Project Budget, Section 8 and Carole Hoefener Center.

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Regular Board Meeting

- Ralph Staley, CFO, gave his report and stated that he was still in discussions with HUD and they are agreeable to allowing us to fully implement the Asset Management program in their system a year ahead of schedule.
- We are waiting for HUD to give an answer regarding whether the Board can approve the components of Asset Management project budget.
- There is still discussion with HUD on the land sale proceeds that have already occurred and where will the money be allocated. As well as future land sale proceeds will stay under Asset Management projects for which the sale occurred
- Brief discussion concerning MTW funding and whether they would allow CHA to get funding based on 2006.

**Consent Agenda Action Items:**

Chairman Page explained that these are the Consent Agenda Action Items which previously have been brought before their individual working committees. At this time you can select any item for discussion if you need further information or you can leave all these items as they are shown under consent through **Item 8.A – Item 8.N**

**ACTION:**

Motion was made by:	Commissioner Sandra Peters, Vice-Chairperson
Motion was seconded by:	Commissioner Moore
Outcome of the vote:	Approved unanimously

**Business Agenda Action Items:**

*None*

Chairman Page stated that at this time he would like to suspend the regular Board Meeting to call to the Horizon Development Properties meeting to order.

Minutes respectfully prepared by:	Barbara G. Porter Executive Assistant to the CEO
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***The next meeting will be held on Tuesday, April 17, 2007; 5:00 p.m. at the Charlotte Housing Authority Central Office, 1301 South Boulevard, Charlotte, NC 28203***





**CORE Programs, Inc.**  
**AGENDA**  
**Meeting of Directors**

*Charlotte Housing Authority  
Central Office  
1301 South Boulevard  
Charlotte, NC 28203*

*April 17, 2007*

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***Directly After CHA Board Meeting - Meeting Convenes:***

Regular Meeting Agenda:

1. Additions to the Agenda
2. Consideration to Approve the Minutes for:
  - *January 16, 2007*
3. **Business Agenda Action Items:**
  - A. Adopt the 2007-2008 CORE Programs, Inc. Budget

### **3. A Adopt 2007-2008 CORE Programs, Inc. Budget**

<b>Action: Adopt the CORE Programs, Inc. Budget for the Fiscal Year Ending March 31, 2008.</b>
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**Staff Resource:** Ralph Staley

**Strategic Business:** Finance and Administration

**Strategic Goal:** Attain Long – Term Financial Viability

**Explanation:**

The FSS case managers from Section 8 and public housing are spearheading a project to raise \$20,000 to meet the needs of the FSS families. This money is to be spent on school supplies and school uniforms to aid these families in their educational pursuits.

**Committee Discussion:**

The Finance & Audit Committee discussed and unanimously approved this policy for inclusion on the consent agenda at its meeting on April 11, 2007.

**Funding:**

Fund Raisers

**Attachment:**

CORE Programs, Inc. Budget

### **RECORDING OFFICER'S CERTIFICATION**

I, Charles Woodyard, the duly appointed Secretary of the CORE Properties, Inc., do hereby certify that the above item was properly adopted at a regular meeting held April 17, 2007

(SEAL)

BY: \_\_\_\_\_  
Charles Woodyard, Secretary

**MINUTES OF CORE PROGRAM, INC. BOARD MEETING  
HELD ON TUESDAY, JANUARY 16, 2007**

**Regular Meeting Agenda:**

**Additions to the Agenda:**

None

**Consideration to Approve the Minutes for:**

- *First meeting: There were no minutes to approve*

**Business Agenda Action Item:**

- A. Adoption of the CORE Programs, Inc. Budget for the Fiscal Year  
Ending March 31, 2007

**ACTION:**

Motion was made by:	Commissioner Jones
Motion was seconded by:	Commissioner Moffat
Outcome of the vote:	Passed unanimously

A motion was made to adjourn the meeting. Passed unanimously.