

Housing Authority of the City of Charlotte

Regular Meeting of the Board of Commissioners

Central Office
1301 South Boulevard
Charlotte, NC 28203

April 15, 2008

12:00 p.m. - **Regular Board Meeting Convenes:**

Regular Meeting Agenda:

1. Pledge of Allegiance
2. Public Hearing: Moving to Work Amended & Restated Agreement
3. Public Forum
4. Additions to the Agenda
5. Consideration to Approve the Minutes for:
 - Regular Board Meeting held *March 18, 2008* (**Tab 4**)
6. Special Recognition: Mr. Jud Little
7. Resident Advisory Council (RAC) Report
8. Monthly Report from the CEO
 - Monthly Scorecard (**Tab 1**)
9. Committee Reports:
 - Client Relations Committee
 - Development Committee
 - Finance and Audit Committee
10. **Consent Agenda Action Items:**
 - A. Moving to Work Amended & Restated Agreement Execution (**p.1**)
 - B. Budget Amendment: Central Office Cost Center Budget (**p.2**)
 - C. Budget Amendment: Asset Management Project Budget (**p.3**)
 - D. Budget Adoption: 2008 ROSS FSS Grant Budget (**p.4**)
 - E. Budget Amendment: Piedmont Courts HOPE VI Grant (Seigle Point) (**p.5**)
11. **Business Agenda Action Items:**
12. **Executive Session:**
 - Legal Matters: Southside and Piedmont Demolition
 - Cherry Redevelopment
 - Hope VI Discussion

Consent Agenda:

Consent Agenda items for the April 15, 2008 Regular Board Meeting of the Charlotte Housing Authority Board of Commissioners.

10. A Moving to Work Amended & Restated Agreement Execution

Action: Approve Resolution No. 1575 to Authorize the Housing Authority of the City of Charlotte to Enter into the standard Amended and Restated Moving to Work Agreement with the United States Department of Housing and Urban Development (HUD) and Authorize the Chief Executive Officer to sign the Agreement and submit to HUD.

Staff Resource: Shaunté Evans

Strategic Business: Executive

Strategic Goal: Provide Highest Quality Real Estate Management Services

Explanation:

Moving to Work (MTW) is a demonstration program that was authorized under the Omnibus Consolidated Rescissions and Appropriations Act of 1996 (Public Law 104-134, 110 Stat 1321), dated April 26, 1996. The demonstration program offers public housing authorities the opportunity to design and test innovative, locally designed housing and self-sufficiency strategies for low-income families by allowing exemptions from certain public housing rules.

MTW Agencies are authorized as a participant in the MTW Demonstration by a MTW Agreement between the agency and HUD. On December 21, 2007, the Charlotte Housing Authority (CHA) entered into a Moving to Work agreement with the U.S. Department of Housing and Urban Development (HUD).

HUD has revised the MTW Agreement so that all agencies participating in the MTW Demonstration now have the opportunity to execute a standard Amended and Restated MTW Agreement (Restated Agreement), designed to improve customer service and provide consistent, clear and standardized language. The Amended & Restated Agreements were sent to MTW Agencies in January 2008. The Client Relations Committee was given the Amended and Restated Agreement at its meeting on March 5, 2008. The summary of agreement changes is attached.

The Amended & Restated Agreement was made available for public review on March 1, 2008.

Committee Discussion:

The Client Relations Committee unanimously approved this item for inclusion on the consent agenda at its meeting on April 2, 2008.

Community Input:

A public hearing will be held on April 15, 2008 at 12:00 pm.

Funding:

None

Attachments:

Summary of Agreement Changes (Tab 2)

Resolution No. 1575 (Tab 3)

10. B Budget Amendment: Central Office Cost Center Budget

Action: Approve Resolution No. 1571 to Amend Resolution No. 1558 (Exhibit B) Which Adopted the Central Office Cost Center Budget for Fiscal Year Ending March 31, 2009.

Staff Resource: Ralph Staley

Strategic Business: Finance and Administration

Strategic Goal: Attain Long – Term Financial Viability

Explanation:

In Resolution No. 1466, \$122,536 was re-appropriated for Bilbo property and other pursuit land 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.

In Resolution 1466, \$5,606 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.

In Resolution 1491, \$475,000 was appropriated for the news infrastructure at the Enclave Condominiums. In this amendment, we need to re-appropriate \$475,000. Funding is from the Fund Balance Appropriated-Land Sale Proceeds line item.

Finally in Resolution No. 1552, \$30,000 was appropriated for preliminary studies and other pursuit cost for the new office building site at Youngblood Street

Total appropriation for the three items is \$633,142. These changes can be seen in Exhibit A. The budget remains balanced with the appropriation of fund balance.

Committee Discussion:

The Finance & Audit Committee discussed and unanimously approved this policy for inclusion on the consent agenda at its meeting on April 2, 2008.

Funding:

Fund Balance Appropriated-Land Sale Proceeds

Attachments:

Exhibit A (Tab 2)

Resolution No. 1571 (Tab 3)

10. C Budget Amendment: Asset Management Project Budget

<p>Action: Approve Resolution No. <u>1572</u> which amends Resolution No. 1558 (Exhibit C) which adopted the Asset Management Project Budget for the fiscal year ending March 31, 2009.</p>
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Staff Resource: Ralph Staley

Strategic Business: Finance and Administration

Strategic Goal: Attain Long – Term Financial Viability

Explanation:

In Resolution 1492, the Board appropriated \$896,000 for the Live Oak Multifamily project. In this amendment, the staff would like to re-appropriate the \$896,000 for this project.

The fund balance appropriated and expenses are reflected on the attached Exhibit A.

Committee Discussion:

The Finance & Audit Committee discussed and unanimously approved this policy for inclusion on the consent agenda at its meeting on April 2, 2008.

Funding:

Fund Balance Appropriated

Attachments

Exhibit A (Tab 2)

Resolution No. 1572 (Tab 3)

10. D Budget Adoption: 2008 ROSS FSS Grant Budget

<p>Action: Approve Resolution No. <u>1573</u> To Adopt the 2008 ROSS FSS Grant budget.</p>

Staff Resource: Ralph Staley

Strategic Business: Finance and Administration

Strategic Goal: Attain Long – Term Financial Viability

Explanation:

The Board of Commissioners of the Charlotte Housing Authority, acting through its delegated officers, has the primary responsibility for ensuring that the organization is operated in an efficient and economical manner and that its financial integrity is maintained. This responsibility is exercised through the review, approval and control of the Grant Budget. This Board Agenda Item is the formal resolution related to the Board adopting the 2008 ROSS FSS budget as shown in Exhibit A.

Also as a part of this budget adoption the Chief Executive Officer (CEO) or his/her designee may transfer funds as provided below. All such transfers must be consistent with state or federal laws and local board policies. The CEO or his/her designee must report any such transfers at the regular meeting of the board at which the budget to actual results is discussed and transfers between functions must be entered in the minutes of that meeting.

- 1. The CEO may transfer between sub-functions and objects of expenditure within a function.
- 2. The CEO may transfer amounts not to exceed \$50,000 between functions.
- 3. The CEO may not transfer any amounts between funds or increase the total amount of a fund.

Committee Discussion:

The Finance & Audit Committee discussed and unanimously approved this policy for inclusion on the consent agenda at its meeting on April 2, 2008 meeting.

Funding:

2008 ROSS- FSS Grant Budget

Attachments:

Exhibit A (Tab 2)

Resolution No. 1573 (Tab 3)

**10. E Budget Amendment: Piedmont Courts HOPE VI Grant
(Seigle Point)**

Action: Approve Resolution <u>1574</u> to Amend Resolution No. 1525 which approved the Piedmont Courts HOPE VI Grant (Seigle Point)

Staff Resource: Ralph Staley

Strategic Business: Finance Administration

Strategic Goal: Attain Long – Term Financial Viability

Explanation:

This budget amendment is necessary to recognize an increase in revenue and expense in the Piedmont Courts HOPE VI Grant (Seigle Point). Additional revenue was received from the City of Charlotte grant for the Seigle Avenue Streetscape. Expenses increased due to change orders in the contract. The revision is shown in Exhibit A.

Committee Discussion:

The Finance & Audit Committee discussed and unanimously approved this policy for inclusion on the consent agenda at its meeting on April 2, 2008.

Funding:

Piedmont Courts HOPE VI Grant (Seigle Point)

Attachment:

Exhibit A (Tab 2)

Resolution No. 1574 (Tab 3)

**MINUTES OF THE REGULAR BOARD MEETING
OF THE COMMISSIONERS' OF THE HOUSING
AUTHORITY OF THE CITY OF CHARLOTTE
HELD ON TUESDAY, MARCH 18, 2008**

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 12:00 p.m. on March 18, 2008.

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

Absent: Chairman David Jones
 Commissioner Will Miller

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

Pledge of Allegiance:

Vice-Chairman Moore presided over the meeting in the absence of Chairman Jones. Vice-Chairman Moore asked everyone to stand and recite the pledge. The public forum was opened following the pledge.

Public Forum:

Vice-Chairman Moore asked if there were any speakers present; hearing none a motion was requested to close the public forum. Motion was made by: Commissioner Page and seconded by: Commissioner Moffat. The motion carried.

Additions to the Agenda:

Commissioner Everett requested to speak briefly concerning the conference she attended at the Charlotte Convention Center. It was agreed that she would speak during the CEO report segment. Motion was made for approval of the agenda by: Commissioner Moffat and seconded by: Commissioner Page, passed unanimously.

Consideration to Approve the Minutes

- Regular Board Meeting held on *February 19, 2008*

Motion was made to approve as submitted by:	Commissioner Moffat
Motion was seconded by:	Commissioner Page
Outcome of the vote:	Passed unanimously

Regular Board Meeting
March 18, 2008

RAC Report:

The report was given by: Ms Janice Belk, Secretary:

- On February 27th, Charlottetown held their election and the entire Board was reelected.
- RAC presidents met with Mr. Troy White, COO, and Linda Johnson, Attorney, on February 28, 2008 concerning the A & O Policy. The meeting discussed several changes in the policy however the group still has some reservations. They feel the Board and Real Estate staff have not walked in the residents shoes. Some differences discussed were:
 - minimum rent
 - site-based waiting list
 - criminal behavior of guest or family members on the lease
- Boulevard Homes was scheduled to have their elections on February 28th however they had to reschedule. The rescheduled meeting took place on Thursday March 13, 2008 5 -6 p.m. A new Board was elected.
- February 29th-RAC assisted Tarlton Hills senior citizens on a field trip.
- RAC held their Board of Directors monthly meeting on March 4, 2008. Ms. Cheryl Campbell, Deputy COO, met with the Board to discuss some of the A&O Policy changes.
- March 5th-RAC attended the Client Relations Committee meeting.
- Tarlton Hills Board and residents fed the homeless on March 8th.
- RAC will be giving Easter baskets to the children at the Woman's Shelter on Friday, March 21st.
- RAC monthly Quality Circle meeting will be held on March 25th.
- The Happy-go-Lucky Senior Citizens will sponsor a fish fry & hot dog sale on April 4th @ 12 noon at the Strawn Activity Center.
- CHA & RAC will host their quarterly meeting on May 13th from 8:30-2:00 p.m. Location to be announced.

Monthly Report from the CEO

Prior to giving the usual reports, Mr. Woodyard, CEO, wanted to give a brief update on his latest trip to Washington, DC. It was discovered that a lot of the legislative proposals (note: there will be a more in depth report given at the Board Retreat) that have come out of the House of Representatives will have a difficult time getting through the Senate. However, regarding what is going on with HOPE VI-if a bill is passed, it will require HOPE VI reauthorization and then HOPE VI funding in an Appropriations Act. If both circumstances occur, it looks like HOPE VI will go through without an FSS requirement. This will be the opposite for the people who move back into the communities. Additional screening will not be allowed which means some additional challenges for CHA staff to design programs to help our clients in a mixed-income environment. There will be more discussion as part of MTW. Mr. Woodyard noted that if we get another HOPE VI bill

Regular Board Meeting
March 18, 2008

reauthorized and if we pursue a HOPE VI grant in 2009, this will be one of the issues the Authority will have to deal with.

Commissioner Everett briefly spoke about the 13th Annual Neighborhood Symposium that the City sponsors, which was held at the Charlotte Convention Center on March 8, 2008. Mr. Woodyard thanked Commissioner Everett and staff for their participation. CHA had an information booth and everything turned out very well.

Mr. Woodyard then introduced, Mr. Ralph Staley, CFO, who announced that the Charlotte Housing Authority was notified by the GFOA, (Government Finance Officers Association) that our audit report from last year received the Certificate of Achievement for Excellence. This is the Authority's third year receiving this award. Mr. Staley thanked his staff for the hard work and everybody else who reports information. He thanked the Board and Mr. Woodyard for their support to pursue the award each year. Commissioner Moffat requested that a press release be given to announce this positive information.

Balanced Scorecard:

Mr. Woodyard introduced Mr. Troy White, COO, to give the update: Referring to tab 1, page 1 of the scorecard it is noted that the Section 8 utilization is up; which is a direct result of CHA absorbing over 124 vouchers from the New York area. That number will be held constant because we need to have vouchers available for the next four to five months for our project-based clients. We are going to reduce the amount of lease-up over the next four or five months. Therefore we strategically reduced the target, in an effort to meet the demand for project-based Section 8. Currently there are 3,700 people on the waiting list.

On page 2; the conventional portfolio reflects that we are at 99% of occupancy with a 20 day unit turn. We are still working on the TARS (Tenant Accounts Receivables) report. We are in the process of creating a new proposal for the new fiscal year on what that new measure should be and MTW measures as well.

On page 2; the affordable units are at 100% and with a four day unit turn. On page three, which represent our privately management companies; the occupancy rates are 100% and the average for the TARS is 96%.

Moving to Work Update:

Charles Woodyard gave the following update. He feels that we are about to sign the amended and restated MTW. It is possible that MTW will expand next year. If that occurs, we will be asked to sign another agreement. Mr. Woodyard does not think it will be materially different than what we have now. Also, CHA has extended an offer to hire a MTW Coordinator which will be finalized within the next few days. The Coordinator will start on April 7, 2008 in time for the retreat.

Committee Reports

Client Relations Committee:

Commissioner Everett gave the following report:

- The meeting took place on March 5, 2008.
- Discussion of the MTW Annual Plan. The amended and restated MTW agreement was put back out for public hearing and then signature.
- RAC presented their updated information which was provided by Ms. Stitt, RAC president.
- Regarding new business; there was a presentation by the CHASF (Charlotte Housing Authority Scholarship Fund) which was presented by Omar Land, CHASF Director and Christy Walters, Board member.
- Approved Resolution to revise the A&O Policy.
- There was an information update given by Dawn Coleman, from Central Piedmont concerning the survey that was done.
- Discussed the service delivery model and the business plan update for client relations.
- Mr. White gave a calendar of events for Client Relations Committee meetings and once all the meet dates are agreed upon then a calendar will be sent out to the full Board.
- Mr. Woodyard noted that an RFP to hire a publication firm for the MTW initiative will be released.
- The committee discussed resolution no. **1559** which is the CHASF bylaws, was not approved by the committee. Sherrod Banks, General Counsel, would review the document and it would then be brought back before the next committee meeting and hopefully recommended for approval.

Development Committee Meeting:

Commissioner Moffat gave the following report:

- The meeting took place on March 5, 2008.
- Listed on the today's business agenda there are a few items related to the predevelopment cost of the Strawn Apts. site.
- On the consent agenda are items related to the Fair Market Square refinancing and the sale of the First Ward parcel. There will be a real estate matter related to the sale of an asset which will be discussed in closed session.
- Additionally the predevelopment budget for the Krefeld site acquisition is on the business agenda for Horizon Development.
- The meeting highlights included an extended discussion on the predevelopment work of the Strawn Site. Also staff presented a timeline and a set up of steps to move forward with the redevelopment. Committee recommended that the process begin with an Urban Land Institute panel; therefore, staff is in the process of working with ULI to identify a date in late May or early June.

Regular Board Meeting
March 18, 2008

- There was discussion of the potential acquisition of a site on Krefeld Road, which was discussed as a possible 2009; 9 % tax credit application site.
- The committee recommended for approval the sale of the First Ward Apts. site without a requirement that affordable units be included.

Finance and Audit Committee Meeting:

Commissioner Peters gave the following report:

- The committee met on March 5, 2008 and had a lengthy meeting.
- Mainly discussed business agenda action items that were related to moving money from one category to another so they would fall into the proper budget categories.
- Recommended adoption of the 2008-2009 budgets for Horizon.
- Lengthy discussion concerning the procurement policy revision.
- Commissioner Peters will be meeting with the auditors concerning the budget after April 2nd.

Consent Agenda Action Items:

Vice-Chairman Moore 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 the items as they are shown under consent through **Item 8.A – 8.F.**

Commissioner Page questioned Item 8.A; are we approving another public hearing? Mr. Woodyard stated that we are approving the changes from the January public hearing. Commissioner Moffat wanted clarification that the changes were reflected under tab 2, which were the items that were struck through and replaced with the italic changes. Vice-Chairman Moore replied yes. The vote was moved for adoption.

ACTION:

Motion was made to approve by:

Commissioner Peters

Motion was seconded by:

Commissioner Moffat

Outcome of the vote:

Passed unanimously

Business Agenda:

9.A Strawn Master Planning and Predevelopment

Approve Resolution No. **1568** to authorize the establishment of a \$40,000 budget for site feasibility and master planning for the Strawn site located at 1301 South Boulevard.

Regular Board Meeting
March 18, 2008

ACTION:

Motion was made to approve by:	Commissioner Moffat
Motion was seconded by:	Commissioner Peters
Outcome of the vote:	Passed unanimously

9.B Budget Amendment: Asset Management Project Budget

Approve Resolution No. **1560** which amends resolution no. 1551 which amended the Asset Management Project Budget for the fiscal year ending March 31, 2008.

ACTION:

Motion was made to approve by:	Commissioner Peters
Motion was seconded by:	Commissioner Page
Outcome of the vote:	Passed unanimously

9.C Budget Amendment: Central Office Cost Center:

Approve Resolution No. **1561** which amends resolution no. 1552 which adopted the Central Office Cost Center budget for the fiscal year ending March 31, 2008.

ACTION:

Motion was made to approve by:	Commissioner Page
Motion was seconded by:	Commissioner Moffat
Outcome of the vote:	Passed unanimously

9.D Budget Amendments:

Approve Resolution No **1569:**
2005 Replacement Housing Factor Grant 2nd increment and
2006 Replacement Housing Factor Grant 1st and 2nd increments
2007 Replacement Housing Factor Grant 1st and 2nd increments

ACTION:

Motion was made to approve by:	Commissioner Page
Motion was seconded by:	Commissioner Moffat
Outcome of the vote:	Passed unanimously

**9.E Budget Amendment: 2002 ROSS Homeownership Project Budget
2005 ROSS Elderly Project Budget**

Approve Resolution No. **1570** to authorize the amendment of resolution no. 1157 (Exhibit A) which adopted the 2002 ROSS Homeownership and resolution no. 1453 which amended the 2005 ROSS elderly grant project budget.

Regular Board Meeting
March 18, 2008

ACTION:

Motion was made to approve by:	Commissioner Peters
Motion was seconded by:	Commissioner Page
Outcome of the vote:	Passed unanimously

Prior to adjournment, Commissioner Everett gave an update on her attendance at the Women's Summit 2008 for improving lives of women and girls, which took place on March 6, 2008 at UNC Charlotte. She was invited to attend as a presenter. The various topics discussed were: Child and Elder Care, Domestic Violence, Charlotte Housing Crisis, Political Leadership, Pay Equity/Life Equity & Healthy Women/Healthy Girls. There was a housing presentation given by CHA and Crisis Ministry which assisted in making people aware of how important affordable housing is and the crisis we are in. The main populations served by the two agencies are woman and children. Commissioner Everett stated it was a great learning experience for her and she was honored to be asked to be a speaker.

Vice-Chairman Moore requested a motion to suspend the regular meeting and then open the Horizon meetings. The motion was made by Commissioner Page, seconded by Commissioner Peter, the motion passed unanimously.

A motion was requested to adjourn Horizon meetings to reenter CHA regular Board Meeting then suspend to go into the Executive Session. The motion was made by Commissioner Peters, motion was seconded by Commissioner Everett, motion passed unanimously. Following Executive Session, Vice-Chairman Moore asked for a motion to go back into regular/open session of the Board meeting; Commissioner Moffat made the motion, it was seconded by Commissioner Peters.

A motion was requested for adjournment of the regular meeting; Commissioner Moffat made the motion, seconded by Commissioner Page, motion passed unanimously. All meetings were officially adjourned.

ACTION:

Motion was made by:	Commissioner Page
Motion was seconded by:	Commissioner Peters
Outcome of the vote:	Passed unanimously

Minutes respectfully prepared by:	Barbara G. Porter Executive Assistant to the CEO
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The next meeting will be held on April 15, 2008 at 1301 South Boulevard starting promptly at 12 noon. Lunch will be served at 11:45 a.m.

Horizon Development Properties, Inc
Meeting of Directors
AGENDA

CHA Central Office
1301 South Boulevard
Charlotte, NC 28203

April 15, 2008

Directly After CHA Board Meeting – Meeting Convenes:

Regular Meeting Agenda:

1. Additions to the Agenda
2. Consideration to Approve the Minutes for:
- *Meeting held on March 18, 2008*
3. **Business Agenda Item:**
A. Budget Amendment: Horizon Development Properties, Inc.

Business Agenda:

Business Agenda items for the April 15, 2008 Meeting of the Horizon Development Properties Board of Directors

3. A Budget Amendment: Horizon Development Properties, Inc.

Action: Approve an Amendment to the Horizon Development Properties, Inc. Budget for the Fiscal Year Ended March 31, 2009

Staff Resource: Ralph Staley

Strategic Business: Finance Administration

Strategic Goal: Attain Long-Term Financial Viability

Explanation:

In December 2007, the Board approved a re-appropriation of \$33,779 for the Live Oak project. We would like to re-appropriate \$3,351 for the anticipated expenditures needed for this fiscal year. Funds will be used to pay for rezoning and other predevelopment cost.

In February 2008, the Board approved the appropriation of \$100,000 for the Savanna Woods project. In this amendment staff would like to re-appropriate \$100,000 for the redevelopment - including rezoning for Savanna Woods.

In March 2008, the Board authorized staff to spend up to \$30,000 on tests, studies, etc. to determine if the purchase of the Krefeld property is appropriate for Horizon Development Properties, Inc. funding for this project is from the fund Balance Appropriated line item.

In August 2005, the board approved \$690,000 in grants from the Affordable Housing Program. As the Board is aware, we have been delayed in receiving those grant funds. Nia Point has already been authorized by the Federal Home Loan Bank in the amount of \$200,000 and staff is working through the issues for Montgomery Garden. We expect to receive funds in the amount of \$400,000 this fiscal year for Montgomery Gardens. These funds will be transferred to Crosland to pay construction loans.

The total appropriation and re-appropriation is \$133,351. The total of the grants is \$600,000. The revenues and expenses have been increased and are shown in Exhibit A.

Also as a part of this amendment the Chief Executive Officer (CEO) or his/her designee may transfer funds as provided below. All such transfers must be consistent with state or federal laws and local board policies. The CEO or his/her designee must report any such transfers at the regular meeting of the board at which the budget to actual results are discussed and transfers between functions must be entered in the minutes of that meeting.

1. The CEO may transfer between sub-functions and objects of expenditure within a function.
2. The CEO may transfer amounts not to exceed \$50,000 between functions.
3. The CEO may not transfer any amounts between funds or increase the total amount of a fund.

Committee Discussion:

The Finance & Audit Committee discussed and unanimously approved this policy for inclusion on the consent agenda at its meeting on April 2, 2008.

Funding:

Appropriated Fund Balance

Attachment

Amended Horizon Budget

RECORDING OFFICER'S CERTIFICATION

I, Barbara Porter, the duly appointed Secretary of the Horizon Development Properties, Inc., do hereby certify that the above item was properly adopted at a regular meeting held April 15, 2008.

(SEAL)

BY: _____
Barbara Porter, Secretary

**MINUTES OF HORIZON DEVELOPMENT PROPERTIES, INC.
BOARD MEETING HELD ON TUESDAY, MARCH 18, 2008**

Regular Meeting:

Additions to the Agenda:

None

Motion was made to approve the agenda as submitted:	Commissioner Moffat
Motion was seconded by:	Commissioner Everett
Outcome of the vote:	Passed unanimously

Consideration to approve the minutes for:

- Meeting held on *March 18, 2008*

ACTION:

Motion was made to approve:	Commissioner Page
Motion was seconded by:	Commissioner Everett
Outcome of the vote:	Passed unanimously

Business Agenda Items:

3.A Krefeld Property Acquisition Exploration Budget

Authorize Horizon to spend up to \$30,000 to explore the potential purchase of a 9.5 acre site located at the corner of Margaret Wallace Road and Krefeld Drive (directly across the street from the entrance to Thompson's Child and Family Focus).

ACTION:

Motion was made to approve:	Commissioner Moffat
Motion was seconded by:	Commissioner Page
Outcome of the vote:	Passed unanimously

3.B Budget Adoption: 2008-2009 Horizon Development Properties, Inc. Budget

Adopt the Horizon Development Properties, Inc. budget for the fiscal year ended March 31, 2009.

ACTION:

Motion was made to approve:	Commissioner Page
Motion was seconded by:	Commissioner Everett
Outcome of the vote:	Passed unanimously

Horizon Development Properties
March 18, 2008

3.C Budget Amendment: Horizon Development Properties, Inc.

Approve an amendment to the Horizon Development Properties, Inc. budget for the fiscal year ended March 31, 2008.

ACTION:

Motion was made to approve by:	Commissioner Moffat
Motion was seconded by:	Commissioner Everett
Outcome of the vote:	Passed unanimously

3.D Budget Amendment: Fairmarket Square Apartments:

Approve the amendment of the Capital Project budget for Fairmarket Square Apartments in Horizon Development Properties, Inc.

ACTION:

Motion was made to approve by:	Commissioner Moffat
Motion was seconded by:	Commissioner Everett
Outcome of the vote:	Passed unanimously

3.E Budget Amendment: McAlpine Terrace/Glen Cove Apartments Capital Project Budget:

Approve the amendment of the Capital Project budget for McAlpine Terrace/ Glen Cove Apartments in Horizon Development Properties, Inc.

ACTION:

Motion was made to approve by:	Commissioner Moffat
Motion was seconded by:	Commissioner Page
Outcome of the vote:	Passed unanimously

Motion was made for adjournment of the Horizon Development Properties, Inc. and to reenter into the Charlotte Housing Authority Regular Board Meeting by Commissioner Peters; seconded by Commissioner Everett , the motion passed unanimously.

Minutes respectfully prepared by:

Barbara G. Porter
Executive Assistant to the CEO

CORE Programs, Inc.
AGENDA
Meeting of Directors

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

April 15, 2008

Directly After CHA Board Meeting - Meeting Convenes:

Regular Meeting Agenda:

1. Additions to the Agenda
2. Consideration to Approve the Minutes for:
 - Meeting held on *April 17, 2007*
3. **Business Agenda Action Items:**
 - A. Budget Adoption: CORE Programs, Inc. Budget

Business Agenda:

Business Agenda items for the April 15, 2008 Meeting of the CORE Programs Board of Directors

3. A Budget Adoption: CORE Programs, Inc. Budget

Action: Adopt the CORE Programs, Inc. Budget for the Fiscal Year Ending March 31, 2009.

Staff Resource: Ralph Staley

Strategic Business: Finance and Administration

Strategic Goal: Attain Long – Term Financial Viability

Explanation:

The Board of CORE Programs, Inc, acting through its delegated officers, has the primary responsibility for ensuring that the organization is operated in an efficient and economical manner and that its financial integrity is maintained. This responsibility is exercised through the review, approval and control of the Operating Budgets. This Board Agenda Item is the formal resolution related to the Board adopting the FY2008-2009 CORE Programs, Inc. budget as shown in Exhibit A.

Also as a part of this budget adoption the Chief Executive Officer (CEO) or his/her designee may transfer funds as provided below. All such transfers must be consistent with state or federal laws and local board policies. The CEO or his/her designee must report any such transfers at the regular meeting of the board at which the budget to actual results is discussed and transfers between functions must be entered in the minutes of that meeting.

1. The CEO may transfer between sub-functions and objects of expenditure within a function.
2. The CEO may transfer amounts not to exceed \$50,000 between functions.
3. The CEO may not transfer any amounts between funds or increase the total amount of a fund.

Committee Discussion:

The Finance & Audit Committee discussed and unanimously approved this policy for inclusion on the consent agenda at its meeting on April 2, 2008.

Funding:
Fundraisers

Attachment:
CORE Programs, Inc. Budget

RECORDING OFFICER'S CERTIFICATION

I, Barbara Porter, the duly appointed Secretary of CORE Programs, Inc., do hereby certify that the above item was properly adopted at a regular meeting held April 15, 2008

(SEAL)

BY: _____
Barbara Porter, Secretary

**MINUTES OF CORE PROGRAM, INC.
BOARD MEETING HELD ON
TUESDAY, APRIL 17, 2007**

Regular Meeting Agenda:

Additions to the Agenda:

None

Consideration to Approve the Minutes for:

- *January 16, 2007*

ACTION:

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

Business Agenda Action Item:

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

Adopt the CORE Programs, Inc. budget for the fiscal year ending March 31, 2008. Ralph Staley, CFO, stated that this item was approved in committee meeting after lengthy discussion.

ACTION:

Motion was made by:	Commissioner Moore
Motion was seconded by:	Commissioner Peters
Outcome of the vote:	Passed unanimously

Chairman Page asked for a motion to be made to adjourn the meeting. Motion was made by Commissioner Peters and seconded by Commissioner Jones. The motion carried and the meeting was adjourned.

Minutes respectfully prepared by:	Barbara G. Porter Executive Assistant to the CEO
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