HOUSING AUTHORITY OF THE CITY OF CHARLESTON
550 MEETING STREET
CHARLESTON, SC 29403
MINUTES OF REGULAR BOARD MEETING
JULY 28, 2025

The Board of Commissioners of the Housing Authority of the City of Charleston met for a Regular Board Meeting on Monday, the 28th of July 2025. Mr. Gregory Voigt, Chairman, called the meeting to order at 5:30pm and the following were in attendance:

PRESENT	NOT PRESENT
Mr. Gregory Voigt, Chairman	
Ms. Garcia Williams, Vice Chair	
Mr. Nick Schumacher (via Zoom)	
Ms. Carol Jackson	
Ms. Kathy Nelson	
Mr. William "Bill" Hecht (via Zoom)	
Mr. Alvin Johnson	

The following were also present: Mr. Arthur S. Milligan, Jr., President and CEO; Mr. Alex McFarlane, Chief Operating Officer; Ms. Aris Ferguson, General Counsel (via Zoom); Mr. Brad Walbeck, Chief Human Resources Officer; Mr. Pete Sherman, Director of Development; Mr. Jeremy Erling, Chief Financial Officer; Mr. Gabriel Bluestein, Chief Information Officer; Mr. Francis Smith, Director of Facilities & RAD; Mr. Vernon Graham, Security and Public Information Officer; Zach Messier, Capital Funds Manager; Diana Ruhlig-Hendrix, Organization Trainer; Ms. Priscilla Waring, Procurement & Contracts Manager; Ms. Rosemary Jenkins, Assistant Housing Services Manager; Ms. Tammy Davender-Davis, Property Manager, AMP 20; Ms. Khala Simmons, Property Manager, AMP 30; Ms. Chantel Stewart, Assistant Property Manager, AMP 40; Ms. Rayda Dupree-Scoot, Property Manager EHMG; Ms. Susan Chambers, Warehouse Manager; Ms. Cordelia Davis, Quality Control; Mr. Anthony Lemon, Maintenance Foreman; Mr. Jeffrey Nelson, Maintenance Foreman; Mr. Lance Fuller, Maintenance Foreman; Mr. David Sanders, Maintenance Foreman; Mr. Henry Foy, Jr., Maintenance Foreman; Ms. Patricia Stewart, Resident Advisory Board (RAB); Ms. Kathy Simmons, Executive Assistant and Recorder; Ms. Camryn Williams, Executive Legal Assistant; Mr. John Griffin, Howell Linkous & Nettles; Mr. Jamie Kerr, AMCS; Ms. Jessica Munday, TRIO; Ms. Lauren Brown, TRIO; Ms. Ellen Rose, TRIO; and Jordan Jones, Integral.

Chairman Voigt moved to Communications and noted that there were none.

The Chair moved to approve the minutes from the Regular Board Meeting held on June 23, 2025. Ms. Carol Jackson made a motion to approve the minutes from the May meeting, which was seconded by Ms. Garcia Williams. With no further discussion, the Chairman called for a vote, and the motion passed unanimously.

After resolving some technical difficulties, the meeting reconvened at 5:38 PM.

The Chairman transitioned to the Internal Reports portion of the agenda and invited President and CEO, Mr. Arthur Milligan, to provide updates. Mr. Milligan began with a summary of recent activities and initiatives. He reported that the organization was featured in three positive media stories this month. Damian Bertrand of *The Charleston City Paper* conducted an interview with Mr. Milligan, which was met with overwhelmingly positive feedback. Additionally, Matt Yearwood of *Affordable Housing News* also interviewed Mr. Milligan; although the article has yet to be published, it is expected to reflect favorably on the Housing Authority's mission. Steve Bailey authored a complimentary article in *The Post & Courier*, published on Sunday, July 20, 2025, which highlighted the transformative redevelopment work underway. Mr. Milligan shared that the Housing Authority recently hosted two other housing authorities. The Beaufort Housing Authority held their Commissioners Retreat at our office, and the Housing Authority of Clayton County conducted their July 2025 Board Meeting on-site. Both groups were provided with guided tours of our properties during their visits. Design revisions for 275 Huger Street received conditional approval during the July 9, 2025, Conceptual BAR review. Preliminary structural drawings are expected by the end of the month. At 1800 Ashley West, due diligence efforts are nearing completion, with document review and seller negotiations in progress. Board approval for this project will be sought later in the meeting. Mr. Milligan also announced a new collaborative initiative involving the City of Charleston, Bloomberg Associates, and the Housing Authority. Launching in mid-August, the six-month project will include participation from CEO Art Milligan and select members of the executive team, focusing on the development of a new mixed-income housing model. With no further questions, the Chairman invited Mr. Alex McFarlane to deliver his report.

Mr. McFarlane had no additions to his submitted board report. However, Commissioner Bill Hecht asked about the organization's preparedness for crisis communication with residents and staff. Mr. McFarlane responded that a crisis response manual was updated at the beginning of the current hurricane season, and TRIO has developed a crisis communications plan along with a media outreach standard operating procedure (SOP). Commissioner Garcia Williams expressed concern about protecting elderly residents during periods of extreme heat and unpredictable weather. General Counsel Aris Ferguson clarified that although the South Carolina Residential Landlord Tenant Act does not define air conditioning as an essential service, the Housing Authority continues to exceed its legal obligations to ensure resident safety and comfort. Management will provide a follow-up report on the status of air conditioning units and replacement prioritization. Ms. Jessica Munday from TRIO then delivered a six-month communications update. She reported that TRIO has been working closely with board members to strengthen the Public Relations Committee. The crisis communications plan is scheduled for board review and formal adoption within the next 60 to 90 days. TRIO has produced six newsletters, achieving an average open rate close to 50%. Ms. Munday will continue proactive media outreach and pursue opportunities to highlight the Housing Authority's leadership and community impact. With no further updates or questions, the Chairman invited Mr. Gabe Bluestein to present his report.

Mr. Bluestein had no additional updates beyond his submitted report but emphasized a notable rise in both email phishing attempts and direct intrusion attacks. He urged everyone to exercise heightened caution when handling emails, whether personal or work-related, as approximately 35% of all incoming messages to the organization are classified as malicious or unwanted. With no additional questions regarding Mr. Bluestein's report, the Chairman then invited Ms. Aris Ferguson to provide her update.

Ms. Ferguson reported that no new FOIA requests have been received. The Housing Authority has fully responded to FOIA request 2025-CHA-FOIA-02, submitted in April by Michael Allison of Live 5 News. She also noted that later in the meeting, the Board will consider approval of the use of essential function bonds to finance the acquisition of a moderate-income multifamily housing property. The agreement related to this acquisition was previously reviewed and approved by the Finance Committee during the early stages of negotiation. Chairman Greg Voigt requested that

Ms. Ferguson begin providing quarterly updates on litigation and common pleas matters, including any items flagged for executive session as appropriate. With no further questions, the Chairman invited Mr. Peter Sherman to deliver his update.

Mr. Sherman reported that the 275 Huger Street project was resubmitted to the Board of Architectural Review (BAR) earlier today at 4:30 PM. The next BAR meeting is scheduled for August 13th, and preliminary approval is anticipated shortly thereafter. He also shared the resubmitted materials with the Board for their review. Residential meetings for Morrison Station are scheduled for this Wednesday. Negotiations between Teddy Parker and Integral concerning Gadsden Green are ongoing. With no further questions regarding the Development Report, the Chairman invited Mr. Jeremy Erling to present his update.

Mr. Erling began his report by noting that the financial report is currently being revised to incorporate recommendations provided by Commissioner Hecht. Starting next month, non-public housing properties will be integrated into the new financial report format as well. With no further questions, the Chairman invited Mr. Brad Walbeck to deliver his update.

Mr. Walbeck had no additional updates beyond his submitted report but noted that the current staff turnover rate stands at 15%, which, if annualized, would project to approximately 30%. While this is still higher than desired, it represents a meaningful improvement compared to the previous year. With no further questions, Chairman Voigt requested a motion to approve the Internal Reports.

Ms. Kathy Nelson made a motion to approve the Internal Reports as submitted, which was seconded by Ms. Garcia Williams. Following no additional inquiries, the Chairman called for a vote, and the motion passed unanimously.

NEW BUSINESS

Resolution #5181, Approval of Tenant Accounts Receivable Write-Off
Mr. Alex McFarlane presented Resolution #5181, which seeks approval for the write-off of Tenant Accounts Receivable in the amount of $29,167.00. The 12-month overview of Tenant Account Receivables was included in reporting. Mr. McFarlane pointed out that the majority of the larger amounts were due to unreported income. Ms. Carol Jackson moved to approve the resolution, and Mr. Alvin Johnson seconded the motion. With no further questions, the Chair called for a vote, which resulted in unanimous approval.

Resolution #5183, Approval of Surface Cleaning, Tuck-Pointing, and Brick Sealing at Robert Mills Manor, Job No. 250801
Ms. Priscilla Waring presented Resolution #5183, requesting approval of surface cleaning, tuck-pointing, and brick sealing at Robert Mills Manor. Rahman's Painting and Repairs, LLC is the lowest responsive and responsible bidder, with a base bid of $576,723.00 The contractor's credentials were verified and meets CHA requirements. CHA has worked with this contractor on projects with similar scope and cost and has been satisfied with their performance. This project is part of the SC Housing Capital Fund Grant and should be completed by September 26, 2025. Ms. Carol Jackson moved to approve Resolution #5176, with a second by Mr. Alvin Johnson. With no further discussion, the Chair called for a vote, and the resolution was unanimously approved.

CITIZEN'S PARTICIPATION PERIOD

The Chairman then moved to the Citizen's Participation Period. During this time, Ms. Khala Simmons, Ms. Tammy Davender-Davis, Ms. Rayda Dupree-Scott, and Ms. Carmella Luke presented Commissioner Kathy Nelson with a bouquet of flowers, a *Nothing Bundt Cake*, and a birthday card in celebration of her special day.

Ms. Patricia Stewart, a member of the Resident Advisory Board, also requested to speak. She expressed concerns regarding the potential effects of governmental budget cuts on housing and health services. In response, she was assured that the Housing Authority of the City of Charleston remains committed to fulfilling its responsibilities regardless of political developments. Ms. Stewart also requested a more detailed explanation of the purpose and structure of the Citizen's Participation Period. Chairman Greg Voigt clarified that this portion of the meeting is intended to provide residents an opportunity to share concerns and feedback with the Board. He emphasized that while all comments are welcomed and taken seriously, the Citizen's Participation Period is not designed to function as a question-and-answer session.

EXECUTIVE SESSION

Chairman Voigt entered an Executive Session to discuss and receive legal advice regarding contracts for acquisition and redevelopment.

Following the Executive Session, Chairman Voigt announced that advice and counsel was received and discussion had, but no votes took place and no formal action was taken.

RETURN TO PUBLIC SESSION

Resolution #5182, Approval of Inducement for Issuance of Essential Function Bonds for Purchase of 1800 Ashley West Including Agreement w/AMCS
Ms. Carol Jackson moved to approve Resolution #5182, authorizing the issuance of essential function bonds for the purchase and acquisition of 1800 Ashley West, including the development project administrator agreement with AMCS. Mr. Alvin Johnson seconded the motion. With no further discussion, the Chair called for a vote, and the resolution was unanimously approved.

Being no further business to come before the Board, the Chairman adjourned the Regular Board Meeting of July 28th, 2025 at 7:24pm.