HOUSING AUTHORITY OF THE CITY OF CHARLESTON
550 MEETING STREET
CHARLESTON, SC 29403
MINUTES OF REGULAR BOARD MEETING
JUNE 22, 2026

The Board of Commissioners of the Housing Authority of the City of Charleston held its Regular Board Meeting on Monday, June 22, 2026. Vice Chair Garcia Williams presided over the meeting virtually, confirmed that a quorum was present, and called the meeting to order at 5:30 PM. Vice Chair Williams also welcomed newly appointed Commissioner Ken Grimes to his first Board meeting with the Housing Authority of the City of Charleston. The following individuals were in attendance:

PRESENT	NOT PRESENT
Ms. Garcia Williams, Vice Chair (via Teams)	Mr. Gregory Voigt, Chairman
Ms. Carol Jackson	Ms. Kathy Nelson
Mr. Nick Schumacher (via Teams)	
Mr. Alvin Johnson	
Mr. Ken Grimes	

The following were also present: Mr. Nathan F. Simms, Jr., President and CEO; Mr. Alex McFarlane, Chief Operating Officer; Ms. Aris Ferguson, General Counsel; Mr. Brad Walbeck, Chief Human Resources Officer; Mr. Jeremy Erling, Chief Financial Officer; Mr. Gabriel Bluestein, Chief Information Officer; Mr. Francis Smith, Director of Facilities & RAD; Mr. Zach Messier, Capital Fund Manager; Ms. Priscilla Waring, Procurement & Contracts Manager; Ms. Calix Stewart, Housing Services Assistant; Ms. Tammy Davender, Property Manager, AMP 20; Ms. Gwen Waring, Office Assistant, AMP 20; Ms. Chantel Stewart, Assistant Property Manager, AMP 40; Ms. Latisha Brown, Management Specialist, AMP 40; Ms. Tracy Lucas, Resident Opportunity Self-Sufficiency (ROSS) Coord; Ms. Rayda Dupree-Scott, Enston Homes Property Manager; Ms. Cordelia Davis, Quality Control Manager; Ms. Gail Dayson, Facilities Assistant; Ms. Kathy Simmons, Executive Assistant and Recorder; Ms. Ellen Rose, TRIO; Mr. Jordan Jones, Integral; Mr. Richard Evans, Resident Westside; and Ms. Amanda Hemmingway, North Charleston.

COMMUNICATIONS

Vice Chair Williams noted that there were no Communications to address.

APPROVAL OF BOARD MINUTES

The following meeting minutes were presented for approval:

- Special Board Meeting – May 18, 2026

Commissioner Carol Jackson moved to approve the minutes. Commissioner Alvin Johnson seconded the motion. With no further discussion, the Vice Chair called for a vote, and the motion passed unanimously. *Please note that no objection was made, as confirmed via chat with Commissioner Nick Schumacher.

INTERNAL REPORTS

Mr. Nathan F. Simms, Jr., President & CEO, reported on his extensive stakeholder engagement efforts during his first several weeks with the Housing Authority. He shared that he has met with the Resident Advisory Board (RAB), State House Representatives, Charleston City Council members, Charleston County Council members, the Charleston Chief of Police, the Charleston Fire Chief, United Way, the Charleston Regional Development Alliance, and numerous other community stakeholders. Mr. Simms noted that these meetings have been instrumental in building relationships and identifying opportunities for collaboration that will support the Authority's mission.

Mr. Simms highlighted a recent meeting with the Resident Advisory Board, emphasizing plans to strengthen communication with residents, enhance programming opportunities, increase resident engagement, and revitalize tenant council participation. He explained the important role the Resident Advisory Board plays in providing resident feedback and serving as a communication link between the Housing Authority and its communities. Commissioners discussed the structure and purpose of the Resident Advisory Board and resident organizations, particularly as they relate to public housing and RAD-converted communities.

Mr. Simms also announced plans for a Housing Authority Transformation Forum, anticipated to take place in August 2026. The forum will bring together development professionals, service providers, government officials, and community stakeholders to foster collaboration on redevelopment initiatives while placing equal emphasis on resident services, economic mobility, and neighborhood transformation.

In closing, Mr. Simms provided an update on ongoing discussions with Charleston County regarding redevelopment funding associated with 275 Huger Street. He expressed his appreciation to Housing Authority staff for their continued commitment to resident engagement, community outreach, and supporting the organization's strategic initiatives. There being no questions, the Vice Chair then called for the Finance Report.

Mr. Jeremy Erling, Chief Financial Officer, reported that the Housing Authority is approximately eight months into the fiscal year and noted that the organization's financial trends have remained generally consistent with previous months. He advised the Board that the anticipated closing for the Robert Mills Manor redevelopment financing has shifted to November 2026 due to the project timeline. Mr. Erling also shared positive developments regarding the property's tax abatement request, noting that a recommendation for full tax abatement is expected to move before Charleston County Council, which would help keep the redevelopment project on schedule.

Mr. Erling reported that rental revenues continue to trend upward as additional units are completed and placed back into service. He advised that approximately $370,000 in HUD operating subsidy funding remains at risk pending federal funding decisions. On the expense side, contracted unit turn costs have increased as staff continue to accelerate unit turnover efforts to improve occupancy rates.

Operationally, Mr. Erling reported a slight increase in overall system occupancy, while average vacancy days also increased due to ongoing renovation activities. He noted that occupancy at 1800 Ashley West improved to approximately 87 percent and stated that staff continue to evaluate refinancing options for the Bank of America loan. Mr. Erling concluded by advising the Board that additional redevelopment actions related to Robert Mills Manor, including financing and construction approvals, will be presented for Board consideration in the coming months. With no further questions, the Vice Chair moved to the Operations Report.

Mr. Alex McFarlane, Chief Operating Officer, provided an update on the Housing Authority's ongoing vacancy reduction efforts and unit turnover initiative. He reported that staff initially

identified 77 long-term vacant units requiring focused attention and, through coordinated efforts, have reduced that number to 46 units. Mr. McFarlane explained that the remaining units primarily require significant structural repairs or specialized work being completed by third-party contractors.
Mr. McFarlane emphasized that improving occupancy has become a cross-departmental initiative involving Maintenance, Housing Services, Property Management, and Procurement, rather than solely a maintenance function. This collaborative approach is intended to streamline the unit turn process and reduce vacancy times. He reported that ten of the Authority's fifteen property groupings are currently operating at approximately 93 percent occupancy and stated that staff remain on track toward achieving a portfolio-wide occupancy goal of approximately 96 percent by the end of September 2026. He further advised that the remaining 46 targeted units are expected to be completed by the end of July.
Commissioners commended staff for the collaborative, cross-functional approach being implemented to improve occupancy and unit turnover performance. With no further questions, the Vice Chair moved to the General Counsel Report.

Mrs. Aris Ferguson, General Counsel, provided background information regarding the proposed Grace Homes/Hotel Alleyway Memorandum of Understanding (MOU). She explained that a private developer is planning to construct a hotel adjacent to the Grace Homes property and that a portion of Housing Authority property is needed to construct an alleyway that will provide access to the hotel. Under the proposed MOU, the Housing Authority would grant the developer the right to construct and maintain the alleyway; however, the arrangement does not include direct compensation to the Housing Authority. Mrs. Ferguson advised that the proposed MOU had previously been shared with the Board for review and is expected to return for formal consideration at the July Board meeting. With no further questions or instructions, the Vice Chair invited Mr. Brad Walbeck to present the Human Resources Report.

Mr. Brad Walbeck, Chief Human Resources Officer, reported that employee turnover remained exceptionally low during the reporting period. He advised the Board that all Housing Specialist vacancies have been filled and noted that two employee retirements occurred during the month, including one long-tenured employee with more than twenty years of service.
During the discussion, Commissioners commented on the importance of employee morale and discussed the potential positive impact that increased collaboration among Maintenance, Housing Services, Property Management, and other departments may have on employee engagement and retention. Mr. Walbeck indicated that Human Resources will continue to monitor employee feedback and workplace trends as the Authority's cross-departmental initiatives progress. With no further questions, the Vice Chair moved to the Information Technology Report.

Mr. Gabe Bluestein, Chief Information Officer, reported that cybersecurity continues to be a significant concern and encouraged Commissioners and staff to remain vigilant against evolving cyber threats. He emphasized the increasing frequency of phishing attempts, email spoofing, and other fraudulent electronic communications targeting organizations. Mr. Bluestein reminded everyone of the importance of exercising caution when responding to unexpected emails or electronic requests and stressed that suspicious communications should always be verified through an independent source before taking any action. With no further discussion or additions, Vice Chair Williams requested a motion to approve the Internal Reports.

Commissioner Alvin Johnson made a motion to approve the Internal Reports as submitted, which was seconded by Commissioner Carol Jackson. With no additional discussion, the Vice Chair called for a vote, and the motion passed unanimously. *Please note that no objection was made, as confirmed via chat with Commissioner Nick Schumacher.

NEW BUSINESS

Resolution #5215, Approval for Tenant Accounts Receivable Write Off
Resolution #5215, requesting approval to write off Tenant Account Receivables totaling approximately $5,444.60, was introduced. Commissioner Jackson moved to approve the resolution, and Commissioner Johnson seconded the motion. With no discussion, the Vice Chair called for a vote, and the resolution was unanimously approved. *Please note that no objection was made, as confirmed via chat with Commissioner Nick Schumacher.

Resolution #5216, Approval for 1800 Ashley West Fire Damage Repairs – Job No. 260601
It was reported that six bids were received for Resolution #5216, requesting approval for 1800 Ashley West fire damage repairs. The lowest responsive bidder was Anchor Point Construction with a base bid of $910,944.36. Staff confirmed prior successful experience with the contractor and noted that insurance proceeds are available to fund the repairs. Commissioner Jackson moved to approve the resolution, and Commissioner Johnson seconded the motion. With no discussion, the Vice Chair called for a vote, and the resolution was unanimously approved. *Please note that no objection was made, as confirmed via chat with Commissioner Nick Schumacher.

Resolution #5217, Approval of RFP Lawn and Grounds Maintenance – Various AMP 30 Sites
It was reported that proposals were evaluated for Resolution #5217, Approval of RFP Lawn and Grounds Maintenance, using a Request for Proposals process to assess contractor qualifications and performance history in addition to pricing. The evaluation committee recommended I am 3rd Lawn Care at an annual contract amount of $125,000. The contract covers AMP 30 properties, including Robert Mills Manor, Robert Mills Manor Extension, Wraggborough Homes, Wraggborough Homes Extension, and various scattered-site locations. Funding will be provided through Public Housing funds. Commissioner Jackson moved to approve the resolution, and Commissioner Johnson seconded the motion. With no discussion, the Vice Chair called for a vote, and the resolution was unanimously approved. *Please note that no objection was made, as confirmed via chat with Commissioner Nick Schumacher.

Resolution #5218, Approval of the Housing Authority of the City of Charleston's Annual Plan FYB October 1, 2026, and the Capital Fund Program 5-Year Action Plan (2026–2030), and Authorizing Submission to the U.S. Department of Housing and Urban Development (HUD)
Ms. Aris Ferguson, General Counsel, presented the Housing Authority's Annual Plan for Fiscal Year Beginning October 1, 2026, and the Capital Fund Program Five-Year Action Plan (2026–2030), both of which are required for submission to the U.S. Department of Housing and Urban Development (HUD). She explained that the plans incorporate policy updates previously approved by the Board, including revisions to the Public Housing flat rent schedule, utility allowance schedules, Housing Choice Voucher utility allowances, and Small Area Fair Market Rent standards. It was noted that these updates had been approved by the Board during prior meetings and are now being incorporated into the required annual submission to HUD. She also advised that copies of the plans are available for public review at the Housing Authority's administrative offices. Commissioner Johnson moved to approve the resolution, and Commissioner Jackson seconded the motion. With no discussion, the Vice Chair called for a vote, and the resolution was unanimously approved. *Please note that no objection was made, as confirmed via chat with Commissioner Nick Schumacher.

CITIZEN'S PARTICIPATION PERIOD

The Vice Chair moved to Citizen's Participation Period and there was none.

EXECUTIVE SESSION

An Executive Session had been scheduled; however, Vice Chair Williams recommended postponing the Executive Session to a future Special Meeting due to attendance considerations. Staff confirmed that no matters would be adversely impacted by postponement.

No Executive Session was held.

RETURN TO PUBLIC SESSION

There being no further business, Commissioner Johnson moved to adjourn the meeting, seconded by Commissioner Jackson. *Please note that no objection was made, as confirmed via chat with Commissioner Nick Schumacher. The motion passed unanimously, and Vice Chair Williams adjourned the Regular Board Meeting of June 22, 2026, at 6:12 PM.