

**Housing Authority of the City of Pittsburgh**  
**BOARD OF COMMISSIONERS**  
**MEETING MINUTES**  
**Thursday, June 23, 2016**  
**200 Ross Street**  
**13<sup>th</sup> Floor Wherrett Room**  
**Pittsburgh, PA 15219**

The Housing Authority of the City of Pittsburgh (HACP) held a regular Board meeting on Thursday, June 23, 2016 at 200 Ross Street; 13th Floor, Wherrett Room, Pittsburgh, Pennsylvania 15219 at 10:30 a.m.

Ms. Valerie McDonald-Roberts, Chairperson, called the meeting to order. The Commissioners in attendance were: Ms. Valerie McDonald-Roberts, Mr. Peter Kaplan, Mr. Richard Butler, Mrs. Enid Miller, Rev. Ricky Burgess and Ms. Janet Evans participated via conference call. Mr. Leroy Morgan was not in attendance. Ms. McDonald Roberts acknowledged Ms. Evans' dedication and commitment to the Board during her convalescence.

Next, the Chairwoman noted that the Board members had previously received a copy of the May 26, 2016 Board Meeting Minutes and asked for a motion to approve the minutes. Janet Evans motion to approve the minutes and Rev. Burgess seconded the motion.

A vote being had thereon, the "Ayes and "Nays" were as follows:

"AYES": Peter Kaplan, Valerie McDonald-Roberts  
Richard Butler, Enid Miller, Janet Evans and Rev. Burgess.

"NAYS": None

Chair McDonald-Roberts declared the motion carried and the minutes approved.

Next the Chair noted that the board received a copy of the monthly Activity Report.

Joy Miller, gave a brief statement on the activity report which was previously provided to the board. Ms. McDonald-Roberts asked for a motion to approve the Activity Report. Enid Miller made a motion and Rev. Burgess seconded the motion to approve the Activity Report, after which a vote being had thereon, the "Ayes and "Nays" were as follows:

A vote being had thereon, the "Ayes and "Nays" were as follows:

"AYES": Peter Kaplan, Valerie McDonald-Roberts  
Richard Butler, Enid Miller, Janet Evans and Rev. Burgess.

"NAYS": None

Chair, McDonald-Roberts declared the motion carried and the Activity Report approved.

The Chair next asked if there were any comments or questions from Tenant Council Presidents, Section 8 Representatives or other public comments.

There were no public comments.

Next, Ms. McDonald-Roberts introduced the following resolutions:

### **RESOLUTION NO. 22 of 2016**

#### **A Resolution - Authorizing the Executive Director or his Designee to Submit an Inventory Removal Application to HUD for the Demolition/Disposition of Allegheny Dwellings**

**WHEREAS**, the Housing Authority of the City of Pittsburgh (HACP) owns approximately 19.3 acres comprising two-hundred seventy-two (272) units of public housing located at Allegheny Dwellings that will be improved and redeveloped.

**WHEREAS**, the redevelopment of Allegheny Dwellings (Phase I) will constitute up to sixty-five-(65) units with later phases to be determined totaling up to three-hundred (300) units; and

**WHEREAS**, the former Allegheny Dwellings Site will be developed by HACP selected developer, Allies and Ross Management and Development Corporation (ARMDC), and its co-developer, TREK Development Group, into a high-quality and sustainable mixed-income rental housing community; and

**WHEREAS**, HACP is applying for Low Income Housing Tax Credit (LIHTC) allocation for Allegheny Dwellings Phase I with up to 65 units; and

**WHEREAS**, the predevelopment funds for Allegheny Dwellings Phase I have been approved by the U.S. Department of Housing and Urban Development (HUD) and the housing plan has been fully supported by HACP residents throughout the community planning process; and

**NOW, THEREFORE**, be it resolved by the Board of Commissioners of the Housing Authority of the City of Pittsburgh;

**Section 1:** The Executive Director or his designee is hereby authorized to submit a demolition application to HUD for the demolition of 272 units at Allegheny Dwellings in phases comprising 19.3 acres; and

**Section 2:** The Executive Director or his designee, is hereby further authorized upon HUD's approval to demolish 97 units located at Sandusky and dispose of the land to a to-be-formed ownership entity by ARMDC for the development of Allegheny Dwellings Phase 1 with up to 65 mixed-income units; and the Executive Director or his designee is further directed to prepare,

execute and submit to HUD all required documentation necessary to obtain HUD's approval for the proposed demolition and disposition of the Allegheny Dwellings Phase 1 site; and

**Section 3:** Subject to HUD's approval, HACP shall demolish the remaining 175 units at Allegheny Dwellings in phase(s) upon the Board of Commissioners commitment of funding for the development the future phases associated with the site to be demolished.

Ms. McDonald-Roberts asked for a motion to approve the resolution. Peter Kaplan made a motion to approve the resolution and Enid Miller seconded the motion. After a short discussion, a vote being had thereon, the "Ayes and "Nays" were as follows:

"AYES": Peter Kaplan, Valerie McDonald-Roberts  
Richard Butler, Enid Miller, Janet Evans and Rev. Burgess.

"NAYS": None

Chair, McDonald-Roberts declared the motion carried and the resolution approved.

#### **RESOLUTION NO. 23 OF 2016**

##### **A Resolution – Amending Resolution No. 31 of 2015 for the Purpose of Rescinding the Addison Phase 3 - 1st Mortgage Loan Amount of \$2,800,000 and Authorizing \$3,300,000 for the Purpose of Making a 1st Mortgage Loan for the Addison Phase 3 Developments**

**WHEREAS**, the Housing Authority of the City of Pittsburgh (HACP) selected its development instrumentality, Allies and Ross Management and Development Corporation (ARMDC) to redevelop Addison into a modern 400-unit development; and

**WHEREAS**, Phase 1 of Addison with 186 units of new mixed-income housing is complete and fully occupied and Phase 2 with ninety (90) units is under construction, and Phase 3 with fifty-two (52) units is pending financial closing; and

**WHEREAS**, in Resolution 31 of 2015, the Board of Commissioners authorized funding commitment for the purpose of a 1st Mortgage Loan for the Addison Phase 3 Development in the amount of \$2,800,000 (A Loan which will earn interest) to be backed by Project-Based Vouchers (PBV); and

**WHEREAS**, the Fair Market Rent ("FMR") for PBV has significantly increased from the FMR which the \$2,800,000 1st mortgage loan was originally based on, and the actual Market Rate Rents realized for the Skyline Terrace (Addison Terrace Phase 1 Development) are also higher than originally estimated, therefore, providing a higher Net Operating Income to support increasing the amount of the 1st Mortgage debt; and

**WHEREAS**, HACP has determined that it is in its best interest to increase its investment in Addison Phase 3 to the amended amount of \$3,300,000 to be granted to ARMDC, which ARMDC will utilize to provide funding for the 1<sup>st</sup> mortgage loan for Phase 3; and

**WHEREAS**, the source of the additional interest bearing A Loan of \$500,000.00 is realized by decreasing the Construction/Permanent Loan (B Loan – no interest loan) from \$4,221,634 to \$3,834,159 and previous Board commitment of \$36.5 million for Addison Phases 2 - 4; and

**WHEREAS**, ARMDC will submit a monthly grants report to HACP’s Board of Commissioners indicating summary disbursements to date of the grant funds authorized in this resolution.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Housing Authority of the City of Pittsburgh that:

**Section 1.** The Executive Director or his designee is hereby authorized to rescind the previously authorized Addison Phase 3 investment for a 1st Mortgage Loan of \$2,800,000 and is hereby authorized to make a \$3,300,000 investment, which ARMDC shall use for a first mortgage loan for Addison Phase 3; and

**Section 2.** The Executive Director or his designee is hereby authorized to increase the original grant of \$2,800,000 to ARMDC to an amended amount of \$3,300,000, which ARMDC will utilize to provide 1st Mortgage financing, for a period up to 24 months (with an available extension of six (6) months) with an interest rate fixed at up to 4.5% for the Addison Phase 3 development; and upon completion of construction shall convert to a permanent loan; and

**Section 3.** The Executive Director or his designee is hereby authorized and directed, in the name of and on behalf of HACP, to (i) negotiate, execute and deliver all such agreements, documents and instruments, and take all such other actions as determined to be necessary or desirable in order to effect the grant to ARMDC to carry out the Addison Phase 3 Development Activities and (ii) complete any and all additional actions that are legally permissible and necessary or advisable to effect the grant to ARMDC to carry out the Addison Phase 3 Development activities contemplated herein.

Ms. McDonald-Roberts asked for a motion to approve the resolution. Rev. Ricky Burgess made a motion to approve the resolution and Peter Kaplan seconded the motion. After a short discussion, a vote being had thereon, the “Ayes and “Nays” were as follows:

“AYES”: Peter Kaplan, Valerie McDonald-Roberts  
Richard Butler, Enid Miller, Janet Evans and Rev. Burgess.

“NAYS”: None

Chair, McDonald-Roberts declared the motion carried and the resolution approved.

**[Resolution No. 24 was pulled from the agenda; There is no Resolution No. 24 for 2016]**

## **RESOLUTION NO. 25 OF 2016**

### **A Resolution – Authorizing Amendment to Commitment of Funds for Larimer/East Liberty Phase II Housing Development and Gap Financing Program**

**WHEREAS**, the Housing Authority of the City of Pittsburgh (HACP) selected its development instrumentality, Allies & Ross Management and Development Corporation (ARMDC) to revitalize Hamilton-Larimer public housing into mixed-income community utilizing the mixed-finance development approach; and

**WHEREAS**, the HACP engaged the City of Pittsburgh (City), Urban Redevelopment Authority of Pittsburgh (URA), other governmental agencies and other public/private partners as well as neighborhood residents to prepare a comprehensive neighborhood redevelopment plan named “**Larimer Vision to Action Plan or Larimer Transformation Plan**” to improve the living environment and quality of life for residents residing in Hamilton-Larimer, the residents of a project-based rental assistance development, i.e., East Liberty Gardens and the surrounding community; and

**WHEREAS**, in HACP Resolution No. 25 of 2015, HACP committed and granted to ARMDC Larimer/East Liberty Phase II Investment of funds in the amount of up to \$9,780,784.00 for Larimer/East Liberty Phase II Predevelopment Activities and Larimer/East Liberty Phase II Development Activities; and

**WHEREAS**, the sources of funds for the Larimer/East Liberty Phase II Investment are HACP Program Income, Replacement Housing Factor (RHF) Funds and/or Moving to Work (MTW) Funds, and

**WHEREAS**, in Resolution No. 57 of 2015, HACP committed and granted to ARMDC \$10 million to be used to implement the Affordable Housing Gap Financing Program; and

**WHEREAS**, the sources of funds for the Affordable Housing Gap Financing Program are MTW, Program Income and/or Capital Funds; and

**WHEREAS**, in ARMDC Resolution No. 15 of 2015, ARMDC authorized the President & CEO or his designee to sign a grant agreement with HACP in order to receive grant funds up to \$10 million which ARMDC will utilize to implement the Affordable Housing Gap Financing Program; and

**WHEREAS**, after public competition, in Resolution 4 of 2016, HACP selected nine-(9) projects to benefit from the Project Based Voucher Utilization/Affordable Housing Gap Financing Program including Crawford Square; and

**WHEREAS**, ARMDC is scheduled to invest up to \$6 million for the acquisition of Crawford Square which will be repaid to ARMDC as Program Income when the Crawford Square is re-syndicated; and

**WHEREAS**, since Phase 2 is 4% LIHTC project, once Phase 2 budget was prepared, it became apparent that Phase 2 has a TDC overage problem meaning there is too much government funds (MTW and Choice Neighborhoods funds) going into one project. HACP/City/MBS proposed a solution to HUD which requested that HUD re-open Phase 1 that had TDC under usage to swap the TDC numbers, but HUD rejected this request and asked Pittsburgh to find a local solution; and

**WHEREAS**, a proposed solution is to swap out \$4,745,951.00 of MTW previously authorized by the Board for Phase 2 with \$4,745,951.00 of Program Income (PI) (\$607,857 of PI from Larimer/East Liberty Phase 1 and \$4,138,094.00 of PI from the Crawford Square investment upon repayment during the re-syndication of Crawford Square.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Housing Authority of the City of Pittsburgh that:

**Section 1.** The Executive Director or his designee is hereby authorized to swap out \$4,745,951.00 of MTW funds authorized in Resolution No. 15 of 2015 with 4,745,951.00 of program income (\$607,857.00 of Program Income from Larimer/East Liberty Phase 1 and \$4,138,094.00 from the repayment of investment in Crawford Square at re-syndication); and

**Section 2.** The Executive Director or his designee is hereby authorized and directed, in the name of and on behalf of HACP, to (i) negotiate, execute and deliver all such agreements, documents and instruments and take all such other actions as he shall determine to be necessary or desirable in order to implement the development of Larimer/East Liberty Phase II and (ii) complete any and all additional actions that are legally permissible and necessary or advisable to carry out the development of Larimer/East Liberty Phase II contemplated herein; and

**Section 3.** The Executive Director is hereby authorized and directed to take such other actions, from time to time, that are necessary, advisable or proper in connection with the development of Larimer/East Liberty Phase II including, without limitation, the execution and delivery of all agreements, writings and documents (and all amendments, changes, modifications and additions thereto).

Ms. McDonald-Roberts asked for a motion to approve the resolution. Janet Evans made a motion to approve the resolution and Rev. Burgess seconded the motion. After a short discussion, a vote being had thereon, the “Ayes and “Nays” were as follows:

“AYES”: Peter Kaplan, Valerie McDonald-Roberts  
Richard Butler, Enid Miller, Janet Evans and Rev. Burgess.

“NAYS”: None

Chair, McDonald-Roberts declared the motion carried and the resolution approved.

**RESOLUTION NO. 26 OF 2016**

**A Resolution – Authorizing the Commitment of  
Funds for Larimer/East Liberty Phase III Housing Development**

**WHEREAS**, Allies & Ross Management and Development Corporation (ARMDC) was selected by the Housing Authority of the City of Pittsburgh (HACP) to revitalize Hamilton-Larimer public housing into mixed-income community utilizing the mixed-finance development approach; and

**WHEREAS**, the HACP as lead grantee and the City of Pittsburgh (City) as co grantee subsequently received U.S. Department of Housing and Urban Development (HUD's) Choice Neighborhoods Implementation (CNI) Grant to implement Larimer/East Liberty CNI Transformation Plan (Transformation Plan) to improve the living environment and quality of life for residents residing in HUD-assisted housing sites, i.e., Hamilton-Larimer and East Liberty Gardens, and the Transformation Plan target community; and

**WHEREAS**, ARMDC competitively procured McCormack Baron Salazar, Inc. (the Co-Developer), to serve as the co-developer for the revitalization of Hamilton-Larimer/East Liberty pursuant to the terms of a Master Development Agreement (MDA) between ARMDC and the Co-Developer; and

**WHEREAS**, under the MDA and the Transformation Plan, as amended, ARMDC and the Co-developer are developing 334 units in four (4) phases; and

**WHEREAS**, ARMDC and the Co-Developer will prepare a 9% Low Income Housing Tax Credit application for Year 2017 for the development of sixty (60) units of mixed-income housing as Larimer/East Liberty Phase III; and

**WHEREAS**, a Larimer/East Liberty Phase III Investment of funds in the amount of \$607,857.00 (hereinafter, the Larimer/East Liberty Phase III Investment) will be utilized to fund **Predevelopment Investment** including (i) site acquisition, (ii) design and implementation of demolition/site preparation/public improvement and infrastructure, (iv), site and unit plan, and (vii) other predevelopment activities for Larimer/East Liberty Phase III (hereinafter, collectively, the Larimer/East Liberty Phase III Predevelopment Activities); and

**WHEREAS**, the Predevelopment Investment fund of \$607,857.00 emanate from the swapping of funds in HACP Resolution No. 25 of 2016 already granted to ARMDC which ARMDC shall use to execute Larimer/East Liberty Phase III Predevelopment Activities; and

**WHEREAS**, the sources of funds for the Predevelopment Investment is from Moving to Work (MTW) Funds from the swapping of funds as described above, and

**WHEREAS**, pursuant to the terms of the MDA, the Co-Developer shall cause the formation of one or more Pennsylvania limited liability companies or limited partnerships to serve as the owner entity to own, operate and manage each phase of the Development. The Co-Developer or

an affiliate of the Co-Developer will serve as the initial managing member or managing general partner of the Owner Entity and have a .0051% interest in the Owner Entity. ARMDC or an affiliate will be a member or non-managing general partner of the Owner Entity and have a .0049% interest in the Owner Entity; and

**WHEREAS**, ARMDC will submit a monthly grants report to HACP's Board of Commissioners indicating summary disbursements to date of the grant funds authorized in this resolution.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Housing Authority of the City of Pittsburgh that:

**Section 1.** The Executive Director or his designee is hereby authorized to obligate and expend up to \$607,857.00 as Larimer/East Liberty Phase III Investment that will be utilized to fund Predevelopment Investment including (i) site acquisition, (ii) design and implementation of demolition/site preparation/public improvement and infrastructure, (iii), site and unit plan, and (iv) other predevelopment activities for Larimer/East Liberty Phase III with 60 units of mixed-income housing; and

**Section 2.** The HACP funding commitment the Predevelopment Investment fund of \$607,857.00 emanate from the swapping of funds in HACP Resolution No. 25 of 2016 already granted to ARMDC which ARMDC shall use to execute Larimer/East Liberty Phase III Predevelopment Activities; and

**Section 3.** The Executive Director or his designee is hereby authorized to enter into a Grant Agreement with ARMDC for an amount up to \$607,857.00, which ARMDC shall utilize to fund the Larimer/East Liberty Phase III Predevelopment Activities; and

**Section 4.** The Executive Director or his designee is hereby authorized and directed, in the name of and on behalf of HACP, to (i) negotiate, execute and deliver all such agreements, documents and instruments and take all such other actions as he shall determine to be necessary or desirable in order to effect the Larimer/East Liberty Phase II Predevelopment and Development Activities and (ii) complete any and all additional actions that are legally permissible and necessary or advisable to carry out the Larimer/East Liberty Phase II Predevelopment and Development Activities contemplated herein; and

**Section 5.** The Executive Director is hereby authorized and directed to take such other actions, from time to time, that are necessary, advisable or proper in connection with the Larimer/East Liberty Phase III Development including, without limitation, the execution and delivery of all agreements, writings and documents (and all amendments, changes, modifications and additions thereto).

Ms. McDonald-Roberts asked for a motion to approve the resolution. Enid Miller made a motion to approve the resolution and Richard Butler seconded the motion. After a short discussion, a vote being had thereon, the "Ayes and "Nays" were as follows:



“AYES”: Peter Kaplan, Valerie McDonald-Roberts  
Richard Butler, Enid Miller, Janet Evans and Rev. Burgess.

“NAYS”: None

Chair, McDonald-Roberts declared the motion carried and the resolution approved.

## **RESOLUTION NO. 27 OF 2016**

### **A Resolution – Authorizing the Housing Authority of the City of Pittsburgh to Acquire the Limited Partnership Interests and Make a Grant to Allies & Ross Management and Development Corporation in Connection with the Acquisition of the General Partnership Interests of the Owners of Manchester Phases I, II, III and IV**

**WHEREAS**, during the years 1996 through 2000, there was established and constructed in the Manchester neighborhood of Pittsburgh, Pennsylvania, a HOPE VI development consisting of eighty-six (86) rental replacement public housing units (HOPE VI Development) financed, in part, by the Housing Authority of the City Pittsburgh (HACP); and

**WHEREAS**, Manchester Housing Partnership, L.P. I, Manchester Housing Partnership, L.P. II, Manchester Housing Partnership, L.P. III and Manchester Housing Partnership, L.P. IV (the Partnerships) own and operate the business of the HOPE VI Development; and

**WHEREAS**, HACP provides operating subsidy funding received from the U.S. Department of Housing and Urban Development under its annual contributions contract to the Partnerships for the operation of the HOPE VI Development; and

**WHEREAS**, the residents of the HOPE VI Development asked HACP to acquire and continue to operate the HOPE VI Development as public housing units; and

**WHEREAS**, HACP has determined that it is in the best interests of the residents of the HOPE VI Development for a to-be-created entity controlled by HACP’s instrumentality, Allies & Ross Management & Development Corporation (ARMDC) to acquire all of the rights, titles and interests of the general partners of each of the Partnerships (General Partner Interests), subject to the terms and conditions set forth in an Interest Purchase Agreement (the Interest Purchase Agreement) to be negotiated; and

**WHEREAS**, HACP has determined that it is in the best interests of the residents of the HOPE VI Development for it to acquire some and/or all of the rights, titles and interests of the limited partners of each of the Partnerships (the Limited Partner Interests and together with the General Partner Interests, the Acquired Interests), subject to the terms and conditions set forth in an Interest Purchase Agreement; and

**WHEREAS**, HACP and ARMDC have determined that it is in the best interests of the residents of the HOPE VI Development for an entity or entities which has or has had an interest in one or

more of the Partnerships (the SLP) to retain or acquire a special limited partner interest in each of the Partnerships; and

**WHEREAS**, HACP has determined to make a grant of Moving-To-Work (MTW) funds (Manchester Grant) to ARMDC in an amount up to \$600,000.00 to acquire the General Partner Interests, plus such additional MTW funds as may be necessary to pay due diligence costs, closing costs, taxes and any other costs which ARMDC may incur in connection with the acquisition of the Acquired Interests; and

**WHEREAS**, HACP has determined to use a part of the Manchester Grant in an amount up to \$410,000 to acquire the Limited Partner Interests; and

**WHEREAS**, upon acquisition of General Partner Interest, the residents of the HOPE VI Development will continue to have all the rights and privileges of public housing residents pursuant to all public housing requirements applicable to public housing; and

**WHEREAS**, HACP or Allies Property Management Group, LLC may undertake the management of the HOPE VI Development prior to financial closing in the event the situation warrants.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Housing Authority of the City of Pittsburgh that:

**Section 1.** The Executive Director or his designee is hereby authorized to enter into a Grant Agreement with ARMDC to grant MTW funds in an amount up to \$600,000.00 (Grant Agreement) in order for ARMDC, or a to-be-created entity controlled by ARMDC, to acquire the General Partner Interests, and to pay due diligence costs, closing costs, taxes and any other costs which ARMDC may incur in connection with the acquisition of the Acquired Interests; and

**Section 2.** The HACP 2016 Budget approved in Resolution 37 of 2015 is hereby amended to add \$600,000.00 from HACP's MTW Funds to be utilized for the acquisition of the Acquired Interests which will preserve eighty-six (86) public housing units at the HOPE VI Development; and

**Section 3.** HACP will continue to afford the residents of the HOPE VI Development all the rights and privileges of public housing residents pursuant to all public housing requirements applicable to public housing; and

**Section 4.** The Executive Director or his designee is hereby authorized to take all of the necessary steps and actions to initiate the management of the HOPE VI Development by HACP or Allies Property Management Group, LLC prior to a financial closing should the situation warrant; and

**Section 5.** The Executive Director or his designee is hereby authorized to negotiate and consummate an agreement with the SLP to retain or acquire a special limited partner interest in each of the Partnerships; and

**Section 6.** The Executive Director or his designee is hereby authorized and directed, in the name of and on behalf of HACP, to (i) negotiate, execute and deliver all such agreements, including the Grant Agreement and the Interest Purchase Agreement, documents and instruments and take all such other actions as the Executive Director or his designee shall determine to be necessary or desirable in order to effect the Manchester Grant, the Grant Agreement and the Interest Purchase Agreement and (ii) take any and all additional actions that are legally permissible and necessary or advisable to carry out the Manchester Grant, the Grant Agreement and the Interest Purchase Agreement; and

**Section 7.** The Executive Director or his designee is hereby authorized and directed to take such other actions, from time to time, that are necessary, advisable or proper in connection with the Manchester Grant, the Grant Agreement, the Interest Purchase Agreement and the acquisition of the Acquired Interests.

Ms. McDonald-Roberts asked for a motion to approve the resolution. Enid Miller made a motion to approve the resolution and Janet Evans seconded the motion. A brief discussion was had regarding

After a discussion, Enid Miller made a motion to amend the resolution and remove Section 2 of the resolution. Peter Kaplan seconded the motion. A vote being had thereon of the

“AYES”: Peter Kaplan, Valerie McDonald-Roberts  
Richard Butler, Enid Miller, Janet Evans and Rev. Burgess.

“NAYS”: None

Next, Valerie McDonald Roberts asked for a motion to approved the resolution as amended. Enid Miller made a motion to approve the resolution as amended and Janet Evans seconded the motion.

A vote being had thereon, the “Ayes and “Nays” were as follows:

“AYES”: Peter Kaplan, Valerie McDonald-Roberts  
Richard Butler, Enid Miller, Janet Evans and Rev. Burgess.

“NAYS”: None

Chair, McDonald-Roberts declared the motion carried and the resolution approved.

**EXECUTIVE REPORT:** Mr. Binion addressed the board and spoke briefly regarding the reports that were previously provided to the board.

**NEW BUSINESS:** There was no new business.

**AJOURNMENT:**

Valerie McDonald-Roberts, Chair, asked for a motion to adjourn the meeting. Enid Miller made a motion to adjourn the meeting and Janet Evans seconded the motion. The “AYES” and “NAYS” were as follows:

“AYES”: Peter Kaplan, Valerie McDonald-Roberts  
Richard Butler, Enid Miller, Janet Evans and Rev. Burgess.

“NAYS”: None.

Chair, McDonald-Roberts declared the motion carried and the meeting adjourned.

The meeting adjourned at 11:30 a.m.

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Recording Secretary