

BOARD OF COMMISSIONERS MEETING

Monday, October 20, 2025, at

Location: 1307 Tatum Drive

New Bern, NC 28560

AGENDA

4:30pm Board of Commissioners Meeting

In Person or via Zoom Link. A recording will be available on our website within 72 hours.

Anyone wishing to make public comments must pre-register with the Executive Director by NOON on Monday, October 20, 2025, which is the day of the meeting, by calling 252-633-0800.

All comments will be limited to 4 minutes.

1. Call to Order – Chairwoman Ms. Jennell Reddick
2. Roll Call
3. Public Comments
4. Chair Comments
5. Approval of Minutes
6. Finance Report
7. Executive Director’s Report
8. Consent Item
 - New Bern Towers Report
 - Trent Court Report
9. ROSS Program Report
10. Resolutions
 - Approval of transfer of Walt Bellamy properties to subsidiary of Better Vision Housing Corporation.
11. Closed Session
 - Consult with attorney pursuant of NCGS § 143-318.11(a)(3)
12. Adjournment

In accordance with NC General Statutes § 143-318.12, 143-318.10(b), 143-318.13(a), and 157-9, the meeting of the Board of Commissioners is open to the public and may be accessed via remote means except in cases of technical problems. There is no charge by the Housing Authority for accessing the remote meeting/call. Any technical questions related to the remote meeting/call should be directed to rbarner@newbernha.org and (252) 633-0800. This Notice is to be posted on the Housing Authority's bulletin boards, on its website, and transmitted via email to those who have requested email notification.



New Bern HA is inviting you to join a scheduled Teams meeting at 4:00pm

Topic: Finance Committee Meeting

Time: Monday, October 20, 2025 @ 4:00 PM Eastern Time

Every month on the Third Monday.

New Bern HA is inviting you to join a scheduled Teams meeting at 4:30pm

New Bern Housing Authority is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting

<https://us06web.zoom.us/j/89579069076?pwd=F83Pyyi2mS1LNeByClatLqPyBxtPOA.1>

Meeting ID: 895 7906 9076

Passcode: 395505

One tap mobile

+13017158592,,89579069076#,,,,*395505# US (Washington DC)

+13052241968,,89579069076#,,,,*395505# US

Join instructions

https://us06web.zoom.us/join/89579069076/invitations?signature=lzf5UOmeEb9QLbXyUgSlllpmYBCXppVMK_gxElipzFM

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P 252.633.0800
F 252.633.9496

1307 Tatum Drive
PO Box 1486
New Bern, NC 28563
NewBernHA.org



APPROVAL OF MINUTES
Meeting Held
September 15, 2025

**HOUSING AUTHORITY OF THE CITY OF NEW BERN
MINUTES OF THE MEETING
OF THE BOARD OF COMMISSIONERS
HELD ON MONDAY, SEPTEMBER 15, 2025**

The Board of Commissioners ("Board") of the Housing Authority of the City of New Bern ("Authority") met at 4:30 p.m. on Monday, September 15, 2025, at Stanley White Recreation Center, 601 3rd Avenue, New Bern, NC, which are the place, hour, and date set forth in the notice announcing the meeting. A recording of this meeting is incorporated into these minutes and is available to the public.

Chair Reddick called the meeting to order at 4:30 p.m.

Roll call was as follows:

Present:

Sabrina Bengel
Scott Coghill
James R. Copland, IV
Daimon King
Judy Pierce
Jennell T. Reddick

Absent:

Sulin Blackmon

Following roll call, Chair Reddick determined that a quorum was present.

Authority staff members as well as James W. Norment, attorney, and Stephanie Crosby, paralegal, from Ward and Smith, P.A., were present. Members of the public also were present including Alderman Prill.

Public Comment Period

There were no public comments.

Chair Comments

There were no Chair comments.

Approval of Minutes of August 18, 2025 Meeting

Commissioner Bengel made a motion to approve the minutes of the August 18, 2025 meeting as presented. Commissioner Copland seconded the motion. The motion was approved unanimously.

Finance Report

Accounting firm BDO presented the finance report that was included in the Board packet.

BDO recommended revisions to the Trent Court and New Ber Towers budgets based on the current financial statements for the first nine months of the year. A copy of the BDO recommended adjustments are incorporated into these minutes.

Commissioner Bengel made a motion to approve the adjustments to the Trent Court budget. Commissioner Copland seconded the motion. The motion was approved unanimously.

Commissioner Bengel made a motion to approve the adjustments to the New Bern Towers budget. Commissioner Copland seconded the motion. The motion was approved unanimously.

Commissioner Copland made a motion to approve the finance report. Commissioner King seconded the motion. The motion was approved unanimously.

Executive Director's Report – Reginal Barner

1. ROSS Program/Grant - Mr. Barner introduced the new ROSS Program/Grant coordinators: Michele Fisher will be handling family support services and Jerrilynn Morris will be handling education, employment, and job opportunities.
2. Resident Commissioner – The Resident Commissioner position is open because Sulin Blackmon has moved into her Habitat for Humanity house. Everyone was very happy for Ms. Blackmon.
3. Urban Strategies, Inc. Agreement – Urban Strategies previously was selected as the "people" lead for the Choice Neighborhoods application. The Agreement between Urban Strategies and the Authority has been negotiated by Mr. Barner and legal counsel and is ready for execution.

Commissioner Copland made a motion to authorize Mr. Barner to execute the Agreement with Urban Strategies, Inc. Commissioner Coghill seconded the motion. The motion was approved unanimously.

4. Financial Audit – The audit is almost finished and must be submitted to HUD by September 30. Mr. Barner will call a special meeting to approve the audit prior to September 30.
5. Choice Neighborhoods – The final presentation to the public will be tomorrow at 5:30 at Stanley White Recreation Center. Melanie Campbell from CVR Associates presented a preview of the presentation that will be made tomorrow night. The Historic Preservation Commission will write a letter in support of the Authority's application. The Authority also will request a meeting with SHPO.
6. New Bern Towers Assessment – Stogner Architects is still working on the overall assessment of New Bern Towers.

New Bern Towers (NBT) Report – Latahsha Simmons

Ms. Simmons presented the New Bern Towers report which was included in the Board information packet.

Trent Court Report – Pam Minor

Ms. Minor presented the Trent Court report which was included in the Board information packet.

Resident Opportunities and Self-Sufficiency (ROSS) Program Report

There is no ROSS Program Report this month as the two new coordinators were just hired.

Resolutions

The Board considered a resolution to approve the updated 2024 Annual Plan, 2025 Annual Plan and Capital Fund Program 5-Year Action Plan.

Commissioner Coghill made a motion to adopt the following resolution:

September 15, 2025

Resolution No. 09.25.01

**Approval of the Updated 2024 Annual Plan, 2025 Annual Plan and Capital Fund Program
5-Year Action Plan**

WHEREAS, the Authority has updated its 2024 Annual Plan, 2025 Annual Plan, and Capital Fund Program 5-Year Action Plan (collectively, the "Plans") in accordance with federal law and regulations, and U.S. Department of Housing and Urban Development (HUD) requirements; and,

WHEREAS, the Board of Commissioners has reviewed the Plans and desires to approve the adoption of same.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners for the Housing Authority of the City of New Bern, North Carolina hereby adopts the Plans.

Commissioner Pierce seconded the motion. The motion was approved unanimously.

Closed Session

Commissioner Bengel made a motion to move into closed session to consult with legal counsel pursuant to N.C. Gen. Stat. § 143-318.11(a)(3). Commissioner Copland seconded the motion. The motion was approved unanimously.

The Board returned to Open Session.

No action was taken in closed session.

There being no further business, the meeting was adjourned at 6:20 p.m.

ND:4924-7508-7977, v. 1



P 252.633.0800
F 252.633.9496

1307 Tatum Drive

PO Box 1486

New Bern, NC 28563



NewBernHA.org

APPROVAL OF MINUTES OF THE SPECIAL CALLED MEETING

**Meeting Held
Friday September 26, 2025**

**HOUSING AUTHORITY OF THE CITY OF NEW BERN
MINUTES OF THE SPECIAL CALLED MEETING
OF THE BOARD OF COMMISSIONERS
HELD ON FRIDAY, SEPTEMBER 26, 2025**

The Board of Commissioners ("Board") of the Housing Authority of the City of New Bern ("Authority") met at 11:00 a.m. on Friday, September 26, 2025, via Zoom which is the place, hour, and date set forth in the notice announcing the meeting. A recording of this meeting is incorporated into these minutes and is available to the public.

Chair Reddick called the meeting to order at 11:00 a.m.

Roll call was as follows:

Present:
Sabrina Bengel
Scott Coghill
James R. Copland, IV
Daimon King
Judy Pierce
Jennell T. Reddick

Following roll call, Chair Reddick determined that a quorum was present.

Authority staff members as well as Stephanie Crosby, paralegal, from Ward and Smith, P.A., were present.

Annual Financial Audit

The audit was presented by Ben Karlin from Rubino. Mr. Karlin thanked the Authority staff for their timeliness and responsiveness in assisting with the audit requests. Mr. Karlin reviewed the detail of the audit report.

Commissioner Copland made a motion to approve the following resolution:

**September 26, 2025
Resolution No. 09.25.02
Approval of Fiscal Year 2024 Financial Audit**

WHEREAS, the Housing Authority of the City of New Bern is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America; and,

WHEREAS, pursuant to the Code of Federal Regulations (CFR), Title 2, Subtitle A, chapter II, Part 200, Subpart F; Audit Requirements, non-Federal entities that expend \$1,000,000 or more during the non-

Federal entity's fiscal year in Federal awards must have a single or program-specific audit conducted for that year; and,

WHEREAS, reporting is done in accordance with Generally Accepted Accounting Principles (GAAP) as promulgated by the Government Accounting Standards Board (GASB); and,

WHEREAS, all public housing authorities report the results of their audits electronically through the U.S. Department of Housing and Urban Development (HUD) Financial Assessment of Public Housing (FASS-PH) system;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the Housing Authority of the City of New Bern approves the Fiscal Year (FY) 2024 Financial Audit.

Commissioner Bengel seconded the motion. The motion was approved unanimously.

There being no further business, the meeting was adjourned at 11:21 p.m.

ND:4933-9567-3707, v. 1



P 252.633.0800
F 252.633.9496

1307 Tatum Drive
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FINANCE REPORT



P 252.633.0800
F 252.633.9496

1307 Tatum Drive
PO Box 1486
New Bern, NC 28563
NewBernHA.org



Finance Meeting

Administrative Office: Trent Court 1307 Tatum Drive
New Bern, NC 28562

NBHA Finance Department
Month Ended September 30, 2025



P 252.633.0800
F 252.633.9496

1307 Tatum Drive
PO Box 1486
New Bern, NC 28563
NewBernHA.org



Table of Contents

Balance Sheet	1
Budget Comparison Report	2-6
Cash Flow Statement	7
Grant Summary	8
Investments	9

New Bern Housing Authority
Balance Sheet
September 30, 2025

	ROSS	LIPH - TRENT COURT	NEW BERN TOWERS	TOTAL
ASSETS				
Current Assets				
Operating Cash	-	2,736,135	1,715,762	4,451,897
Security Deposit Cash	-	55,906	32,875	88,781
Total Cash	-	2,792,041	1,748,637	4,540,678
Accounts Receivable - Tenants	-	10,501	11,606	22,107
Accounts Receivable - Allowance	-	(4,544)	(1,214)	(5,758)
Accounts Receivable - Fraud Recovery	-	-	1	1
Accounts Receivable - HUD	42,425	28,562	-	70,987
Accounts Receivable - Other	-	273,568	-	273,568
Interest Receivable - TVC	-	(39,650)	3,021	(36,629)
Total Receivables	42,425	268,437	13,415	324,276
Investments	-	846,478	423,259	1,269,737
Prepalds	-	44,866	311	45,177
Inventories	-	10,843	4,065	14,908
Allowance for Obsolete Inventories	-	(1,084)	(407)	(1,491)
Inter Program Due To (From)	(41,252)	190,624	(149,372)	-
Total Prepalds & Other	(41,252)	1,091,726	277,857	1,328,331
Total Current Assets	1,172	4,152,204	2,039,908	6,193,284
Non-Current Assets				
Land	-	32,780	22,999	55,780
Buildings	-	8,282,874	4,181,539	12,464,413
Furniture & Equipment - Dwelling	-	122,809	525,243	648,052
Furniture & Equipment - Non-Dwelling	-	157,648	-	157,648
Accumulated Depreciation	-	(5,113,219)	(3,851,538)	(8,964,757)
Construction in Progress	-	197,764	-	197,764
Total Fixed Assets	-	3,680,657	878,243	4,558,899
Other Assets	-	41,677	-	41,677
Note Receivable TVC	-	-	88,361	88,361
Total Other Non-Current Assets	-	41,677	88,361	130,038
Total Non-Current Assets	-	3,722,333	966,604	4,688,937
TOTAL ASSETS	1172	7,874,537	3,006,512	10,882,221
LIABILITIES & EQUITY				
Accounts Payable Vendor	-	85,620	33,446	119,066
Accrued Payroll	-	(3,034)	16,651	13,617
Accounts Payable - Other	1,172	111,358	152,055	264,585
Tenant Security Deposits	-	37,626	11,399	49,025
Lease Liability	-	69,229	-	69,229
Prepaid Rent	-	-	10,151	10,151
Mortgage Payable	-	487,135	-	487,135
Accrued Interest	-	1,766	-	1,766
Accrued Compensated Absences-ST	-	3,912	3,129	7,042
Accrued Compensated Absences-LT	-	1,304	1,043	2,347
Total Liabilities	1,172	794,917	227,873	1,023,962
Beginning Equity	-	7,460,271	2,578,296	10,038,567
Current Year Net Income/(Loss)	0	(380,651)	200,343	(180,309)
Ending Equity	0	7,079,620	2,778,638	9,858,258
TOTAL LIABILITIES & EQUITY	1,172	7,874,536	3,006,512	10,882,220

New Bern Housing Authority
Budget Comparison Report
ROSS
September 30, 2025

	Annual	Month to Date				Year to Date			
	Budget	Actual	Budget	\$ Variance	% Variance	Actual	Budget	\$ Variance	% Variance
REVENUE									
HUD ROSS Grants	50,000	2,716	4,167	(1,450)	-53%	29,780	37,500	(7,720)	-26%
Total Revenue	50,000	2,716	4,167	(1,450)	-53%	29,780	37,500	(7,720)	-26%
EXPENSES									
Administrative Salaries	32,115	1,678	2,676	(999)	-60%	19,577	24,086	(4,509)	-23%
Training & Travel	2,000	-	167	(167)	N/A	250	1,500	(1,250)	-500%
Telephone	625	81	52	29	36%	541	469	72	13%
Payroll Taxes & Employee Benefits	9,634	838	803	36	4%	8,596	7,226	1,370	16%
Office Expenses	2,813	119	234	(116)	-97%	119	2,110	(1,991)	-1675%
Sundry Admin Expenses	2,813	-	234	(234)	N/A	698	2,110	(1,412)	-202%
Insurance Expense	-	-	-	-	N/A	-	-	-	N/A
Total Expenses	50,000	2,716	4,167	(1,450)	-53%	29,780	37,500	(7,720)	-26%
								-	N/A
NET INCOME					N/A	0	-	0	100%

New Bedford Housing Authority
Budget Performance Report
CIPB - Transmittal
September 30, 2015

	Annual Budget	Month to Date				Year to Date			
		Actual	Budget	\$ Variance	% Variance	Actual	Budget	\$ Variance	% Variance
REVENUE									
Tenant Revenue									
Dwelling Rental	380,000	32,488	31,667	821	3%	282,684	285,000	(2,316)	-1%
Excess Utilities	35,000	3,358	2,917	441	13%	26,521	26,250	271	1%
Total Tenant Revenue	415,000	35,846	34,583	1,263	4%	309,205	311,250	(2,045)	-1%
HUD Grant Revenue									
HUD PHA Grants	847,417	73,784	70,618	3,166	4%	383,971	635,563	(251,592)	-66%
CFP 2020	81,982	-	6,832	(6,832)	N/A	-	61,487	(61,487)	N/A
CFP 2021	37,257	-	3,105	(3,105)	N/A	37,257	27,943	9,314	25%
CFP 2022	312,841	-	26,070	(26,070)	N/A	-	234,631	(234,631)	N/A
CFP 2023	381,177	-	31,765	(31,765)	N/A	-	285,883	(285,883)	N/A
Total HUD Grant Revenue	1,660,674	73,784	138,390	(64,606)	-88%	421,228	1,245,506	(824,277)	-196%
Other Revenue									
Interest Income	2,700	106	225	(119)	-11%	18,684	2,025	16,659	89%
Other Income	13,000	22	1,083	(1,061)	-4820%	100,532	9,750	90,782	90%
Late Charges	8,750	751	729	22	3%	5,710	6,563	(852)	-15%
Other Income - FEMA	26,800	-	2,400	(2,400)	N/A	-	21,600	(21,600)	N/A
Total Other Revenue	53,250	879	4,438	(3,558)	-405%	124,927	39,938	84,989	68%
Total Revenue	2,128,924	110,509	177,410	(66,901)	-61%	855,360	1,596,693	(741,333)	-87%
EXPENSES									
Administrative Expenses									
Administrative Salaries	205,309	15,451	17,109	(1,658)	-11%	137,752	153,982	(16,229)	-12%
Payroll Tax & Benefits	61,593	14,789	5,133	9,656	65%	133,275	46,195	87,080	65%
Legal Expenses	35,293	8,253	2,941	5,311	64%	65,082	26,470	38,613	59%
Staff Training	12,278	800	1,023	(223)	-28%	8,741	9,209	(468)	-5%
Meals expense	1,681	-	140	(140)	N/A	1,459	1,261	198	14%
Lodging	4,508	-	376	(376)	N/A	1,459	3,381	(1,922)	-132%
Travel Expense	3,924	1,483	327	1,156	78%	7,298	2,943	4,355	60%
Publications	9,800	711	817	(106)	-15%	1,565	7,350	(5,785)	-370%
Accounting Fees	31,000	2,145	2,583	(438)	-20%	23,032	23,250	(218)	-1%
Auditing Fees	8,814	-	735	(735)	N/A	-	6,611	(6,611)	N/A
Telephone	17,693	4,709	1,474	3,235	69%	26,956	13,270	13,687	51%
Office Expense	7,180	1,829	598	1,231	67%	8,978	5,385	3,593	40%
Rent Expense - Hurricane Florence	28,800	2,400	2,400	-	0%	24,000	21,600	2,400	10%
Resident Council	821	-	68	(68)	N/A	-	616	(616)	N/A
Sundry Admin Expense	58,174	13,689	4,848	8,841	65%	50,897	43,631	7,267	14%
Membership Dues and Fees	2,760	-	230	(230)	N/A	1,441	2,070	(629)	-44%
Total Administrative Expenses	489,628	66,259	40,802	25,457	38%	491,936	367,221	124,715	25%
Utilities									
Water	122,361	8,710	10,198	(1,488)	-17%	101,372	91,786	9,586	9%

New York Housing Authority
Budget Comparison Report
FY19 - Total Budget
September 30, 2023

	Annual		Month to Date				Year to Date			
	Budget		Actual	Budget	\$ Variance	% Variance	Actual	Budget	\$ Variance	% Variance
Electricity	123,513		21,613	10,293	11,321	52%	140,751	92,635	48,116	34%
Gas-building	82,712		3,167	6,893	(3,725)	-118%	66,767	62,034	4,733	7%
Total Utilities	328,606		33,491	27,384	6,107	18%	308,890	246,455	62,436	20%
Maintenance Expenses										
Labor Salaries	76,609		5,934	6,384	(450)	-8%	56,852	57,457	(605)	-1%
Payroll Tax & Benefits	22,983		-	1,915	(1,915)	N/A	-	17,237	(17,237)	N/A
Uniforms	4,780		2,617	398	2,219	85%	6,429	3,585	2,844	44%
Consulting Services	334		-	28	(28)	N/A	-	251	(251)	N/A
Materials	43,355		4,896	3,613	1,283	26%	43,554	32,516	11,037	25%
Computer Expense	14,078		452	1,173	(721)	-160%	13,658	10,559	3,100	23%
Repairs and Maintenance	3,530		10,447	294	10,153	97%	36,952	2,648	34,304	93%
Electrical Contract	1,263		1,414	105	1,309	93%	22,116	947	21,169	96%
Plumbing Contract	6,215		1,050	518	532	51%	11,778	4,661	7,117	60%
Unit Turnover	13,582		-	1,132	(1,132)	N/A	-	10,187	(10,187)	N/A
Garbage and Trash removal	48,784		2,267	4,065	(1,798)	-79%	22,458	36,588	(14,130)	-63%
Extermination-Maintenance Expense	7,357		220	613	(393)	-179%	9,454	5,518	3,936	42%
Repairs and Maint. Truck	3,268		744	272	472	63%	7,621	2,451	5,170	68%
Heating and Air	11,783		1,205	982	223	19%	8,323	8,837	(514)	-6%
Gas-Truck	7,092		49	591	(542)	-1110%	2,344	5,319	(2,975)	-127%
Security System	750		-	63	(63)	N/A	360	563	(203)	-56%
Landscaping	6,092		1,308	508	801	61%	23,255	4,569	18,686	80%
Total Maintenance Expenses	271,855		32,604	22,655	9,950	31%	265,153	203,891	61,262	23%
Insurance Expenses										
Insurance	99,050		-	8,254	(8,254)	N/A	128,207	74,288	53,919	42%
Payment In Lieu of taxes	14,000		13,968	1,167	12,801	92%	13,968	10,500	3,468	25%
Total Insurance Expenses	113,050		13,968	9,421	4,547	33%	142,175	84,788	57,387	40%
Other Expenses										
Interest Expense	-		-	-	-	N/A	-	-	-	N/A
Storage management	486		-	41	(41)	N/A	421	365	56	13%
Collection Loss	-		-	-	-	N/A	17,160	-	17,160	100%
Eviction Expense	4,127		-	344	(344)	N/A	-	3,095	(3,095)	N/A
App. Screening	10,768		1,419	897	522	37%	10,277	8,076	2,201	21%
Total Other Expenses	15,381		1,419	1,282	138	10%	27,858	11,536	16,322	59%
Total Expenses	1,218,520		147,741	101,543	46,198	31%	1,236,011	913,890	322,122	26%
NET INCOME	910,404		(37,232)	75,867	(113,099)	304%	(380,651)	682,803	(1,063,455)	279%

New York Housing Authority
Budget Comparison Report
New York Tenants
September 30, 2021

	Annual Budget	Month to Date				Year to Date			
		Actual	Budget	\$ Variance	% Variance	Actual	Budget	\$ Variance	% Variance
REVENUE									
Tenant Revenue									
Dwelling Rental	348,000	38,296	29,000	9,296	24%	332,710	261,000	71,710	22%
Total Tenant Revenue	348,000	38,296	29,000	9,296	24%	332,710	261,000	71,710	22%
HUD Grant Revenue									
Hap Payments	705,000	66,137	58,750	7,387	11%	548,282	528,750	19,532	4%
Total HUD Grant Revenue	705,000	66,137	58,750	7,387	11%	548,282	528,750	19,532	4%
Other Revenue									
Interest on GF Investments	1,350	144	113	32	22%	9,899	1,013	8,887	90%
Misc. Revenue	9,000	400	750	(350)	-88%	8,215	6,750	1,465	18%
Late Charges	1,500	120	125	(5)	-4%	1,515	1,125	390	26%
Vending Machine	1,000	-	83	(83)	N/A	-	750	(750)	N/A
Laundry	2,250	-	188	(188)	N/A	-	1,688	(1,688)	N/A
Total Other Revenue	15,100	664	1,258	(595)	-90%	19,630	11,325	8,305	42%
Total Revenue	1,068,100	105,097	89,008	16,088	15%	900,622	801,075	99,547	11%
EXPENSES									
Administrative Expenses									
Administrative Salaries	132,408	10,985	11,034	(49)	0%	97,368	99,306	(1,938)	-2%
Payroll Tax & Benefits	39,722	5,490	3,310	2,179	40%	46,211	29,792	16,419	36%
Legal Expenses	11,402	-	950	(950)	N/A	30	8,552	(8,522)	-28405%
Staff Training	4,977	-	415	(415)	N/A	-	3,733	(3,733)	N/A
Meals expenses	765	-	64	(64)	N/A	-	574	(574)	N/A
Lodging	3,022	-	252	(252)	N/A	-	2,267	(2,267)	N/A
Travel Expense	770	-	64	(64)	N/A	-	578	(578)	N/A
Publications	2,535	-	211	(211)	N/A	-	1,901	(1,901)	N/A
Accounting Fees	18,179	-	1,515	(1,515)	N/A	7,901	13,634	(5,734)	-73%
Auditing Fees	7,507	-	626	(626)	N/A	-	5,630	(5,630)	N/A
Telephone	31,170	590	2,598	(2,007)	-340%	22,903	23,378	(475)	-2%
Office Expense	5,909	1,173	492	681	58%	5,091	4,432	660	13%
Sundry Admin Expense	8,961	8,726	747	7,979	91%	29,760	6,721	23,039	77%
Membership Dues and Fees	173	-	14	(14)	N/A	-	130	(130)	N/A
Total Administrative Expenses	267,500	26,964	22,292	4,672	17%	209,263	200,625	8,638	4%
Utilities									
Water	89,170	7,298	7,431	(133)	-2%	60,365	66,878	(6,513)	-11%
Electricity	69,867	10,060	5,822	4,238	42%	61,747	52,400	9,346	15%
Gas-building	7,002	726	584	143	20%	7,867	5,252	2,615	33%

New Bern Housing Authority
Budget Comparison Report
New Bern Towers
September 30, 2025

	Annual Budget	Month to Date				Year to Date			
		Actual	Budget	\$ Variance	% Variance	Actual	Budget	\$ Variance	% Variance
Total Utilities	166,039	18,085	13,837	4,248	23%	129,978	124,529	5,449	46%
Maintenance Expenses									
Labor Salaries	105,959	5,874	8,830	(2,956)	-50%	65,313	79,469	(14,156)	-22%
Payroll Tax & Benefits	31,788	2,935	2,649	287	10%	24,710	23,841	870	4%
Uniforms	6,091	1,534	508	1,027	67%	7,586	4,568	3,018	40%
Consulting Services	5,723	-	477	(477)	N/A	-	4,292	(4,292)	N/A
Materials	33,515	7,173	2,793	4,380	61%	38,407	25,136	13,271	35%
Computer Expense	7,524	359	627	(268)	-75%	7,678	5,643	2,035	27%
Repairs and Maintenance	4,246	7,769	354	7,415	95%	47,183	3,185	43,999	93%
Electrical Contract	688	-	57	(57)	N/A	-	516	(516)	N/A
Plumbing Contract	21,510	2,653	1,793	860	32%	32,745	16,133	16,613	51%
Unit Turnover	31,477	12,030	2,623	9,407	78%	30,468	23,608	6,861	23%
Laundry Contract	8,583	-	715	(715)	N/A	-	6,437	(6,437)	N/A
Elevator Contract	15,553	-	1,296	(1,296)	N/A	22,713	11,665	11,049	49%
Garbage and Trash removal	4,836	1,010	403	607	60%	6,237	3,627	2,610	42%
Extermination	15,495	186	1,291	(1,105)	-594%	10,339	11,621	(1,282)	-12%
Vehicle/Truck Repairs	1,680	-	140	(140)	N/A	1,688	1,260	428	25%
Heating and Air	27,473	-	2,289	(2,289)	N/A	4,048	20,605	(16,557)	-409%
Gas-Vehicle	4,090	47	341	(294)	-625%	1,853	3,068	(1,215)	-66%
Security System	10,165	-	847	(847)	N/A	12,060	7,624	4,437	37%
Landscaping	7,702	263	642	(379)	-144%	4,482	5,777	(1,294)	-29%
Total Maintenance Expenses	344,098	41,834	28,675	13,159	31%	317,512	258,074	59,438	19%
Insurance Expenses									
Insurance	3,950	-	329	(329)	N/A	3,110	2,963	148	5%
Payment in Lieu of taxes	7,750	7,848	646	7,202	92%	7,848	5,813	2,036	26%
Total Insurance Expenses	11,700	7,848	975	6,873	1	10,958	8,775	2,183	0
Other Expenses									
Eviction Expense	160	-	13	(13)	N/A	-	120	(120)	N/A
Collection Loss	-	-	-	-	N/A	4,954	-	4,954	100%
App. Screening	9,343	-	779	(779)	N/A	7,827	7,007	820	10%
Interest Expense	-	2,694	-	2,694	100%	19,787	-	19,787	100%
Total Other Expenses	9,503	2,694	792	1,902	71%	32,568	7,127	25,441	78%
Total Expenses	632,802	79,340	52,733	26,606	34%	700,279	474,601	95,700	14%
NET INCOME	435,298	25,757	36,275	(10,518)	-18%	200,343	326,474	3,847	-3%

New Bern Housing Authority
Cash Lead
September 30, 2025

	Modernization Account 1111.03	Trent Court Security Deposit 1111.04	General Fund Main 1111.05	ACH Rent Payment 1111.19	NBT General Fund 1111.10	NB Security Deposit 1111.12	Total
BEGINNING BOOK CASH BALANCE	\$ 823,927.14	\$ 56,181.29	\$ 1,342,537.59	\$ 88,268.40	\$ 1,684,483.34	\$ 32,421.45	4,027,819.21
ADD:							
General Deposits		940.00	32,852.50		33,796.00	1,159.00	68,747.50
Health Equity Refund							-
HUD Deposit			73,784.00		66,137.00		139,921.00
ACH Payment				11,743.57			11,743.57
ROSS Grant							-
Security Deposit							-
FEMA Deposit	229,651.00						-
Misc			1,220.00		1,021.25		2,241.25
Interest		4.63	101.76		141.49	2.70	250.58
TOTAL DEPOSITS	229,651.00	944.63	107,958.26	11,743.57	101,095.74	1,161.70	222,903.90
LESS:							
ACH Rent Payments							-
Checks	50,245.50		139,307.28		68,573.24		258,126.02
Payroll - ADP			51,078.78				51,078.78
BCBS Insurance			9,094.50				9,094.50
Matrix Payment							-
Federal & State							-
Security Deposit							-
Transfer		1,220.00					-
Misc					1,344.16	708.00	2,052.16
Service Charge			322.32	534.23			856.55
TOTAL PAYMENTS	50,245.50	1,220.00	199,802.68	534.23	69,917.40	708.00	321,208.01
ENDING BOOK CASH BALANCE	\$ 1,003,332.64	\$ 55,905.92	\$ 1,250,692.97	\$ 99,477.74	\$ 1,715,661.68	\$ 32,875.15	\$ 3,929,515.10

New Bern Housing Authority
Grant Summary
September 30, 2025

	<u>Grant Year</u>	<u>Authorized</u>	<u>Draws To Date</u>	<u>Available</u>	<u>Start Date</u>	<u>End Date</u>
CFP	2020	\$ 613,054.00	\$ 559,633.99	\$ 53,420.01	3/26/2020	3/25/2026
	2021	\$ 645,163.00	\$ 645,163.00	\$ -	2/23/2021	2/22/2025
	2022	\$ 796,910.00	\$ 484,069.00	\$ 312,841.00	5/12/2022	5/11/2026
	2023	\$ 667,648.00	\$ 420,000.00	\$ 247,648.00	2/17/2023	2/16/2027
	2024	\$ 639,826.00	\$ -	\$ 639,826.00		
	Total CFP	\$ 2,722,775.00	\$ 2,108,865.99	\$ 613,909.01		
ROSS		\$ 272,250.00	\$ -	\$ 272,250.00	6/1/2022	5/31/2025
	Total ROSS	\$ 272,250.00	\$ -	\$ 272,250.00		
Operating Subsidy	2025	\$ 228,708.00	\$ 383,971.00	\$ (155,263.00)	1/1/2025	12/31/2025
	Total Operating	\$ 228,708.00	\$ 383,971.00	\$ (155,263.00)		



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EXECUTIVE DIRECTOR'S REPORTS



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NEW BERN TOWERS REPORT



Housing People, Changing Lives

October 13, 2025

PROPERTY MANAGER MONTHLY REPORT - New Bern Towers

CONTACT PERSON:

Latahsha Simmons
Property Manager

OCCUPANCY

Total Units	Units Occupied	Occupancy Rate
106	96	91 %

Total Vacant Units	1 Bedroom	2 Bedroom
10	8	2

Move Ins	Move Out	Transfers	Approved	In Process
4	0	2	7	56

TENANT ACCOUNTS RECEIVABLE

Charged
\$ 37,139.27

Received	Month Unpaid	TAR Rate	YTD Unpaid Balance
\$ 36,805.27	\$ 334.00	.01 %	\$ 5,496.44

PENDING TERMINATIONS

Non-Payment	Criminal Activity	Other Violations
2	0	0

WORK ORDERS

Outstanding Requests
10

Requests for the month - September

Request Received	Completed	Pending Repair	Pending Parts
81	71	3	1

POLICE REPORT-Total Call 6

Parking Complaint 1	Hit and Run 1	911 Hang Up / Open Line 1 DWI/ Drunk Driving 1	Security Check Business 1 Security Check Residential 1
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FIRE REPORT

Total Calls	0
-------------	---



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TRENT COURT REPORT



Housing People, Changing Lives

October 15, 2025

PROPERTY MANAGER MONTHLY REPORT September 2025- Trent Court

CONTACT PERSON: Pamela Minor, Property Manager

OCCUPANCY

Total Units	Units Occupied	Occupancy Rate
<u>110</u>	<u>105</u>	<u>95%</u>

Total Vacant Units	1 Bedroom	2 Bedroom	3 Bedroom
<u>5</u>	<u>1</u>	<u>2</u>	<u>2</u>

Move In	Move Out	Transfers	Approved	In Process
<u>2</u>	<u>1</u>	<u>1</u>	<u>7</u>	<u>7</u>

TENANT ACCOUNTS RECEIVABLE

Charged
<u>\$37,354.02</u>

Received	Month Unpaid	TAR Rate	YTD Unpaid Balance
<u>\$38,882.51</u>	<u>\$1528.49</u>	<u>0.04%</u>	<u>\$7,212.18</u>

PENDING TERMINATIONS

Non-Payment	Criminal Activity	Other Violations
<u>11</u>	<u>0</u>	<u>0</u>

WORK ORDERS

Outstanding Requests
<u>1</u>

Requests for the month

Request Received	Completed	Pending Repair	Pending Parts
<u>47</u>	<u>46</u>	<u>1</u>	<u>0</u>

POLICE REPORT

Total Calls 20

<u>1</u> Civil Standby/ Keep the Peace	<u>1</u> Drug Activity	<u>1</u> Residential B & E	<u>1</u> Assist Other Agency	<u>1</u> Stolen Vehicle	<u>1</u> Follow Up Supplemental	<u>2</u> Disturbance	<u>4</u> Citizen Assist
<u>1</u> Traffic Stop (TS)	<u>1</u> Suicidal Person	<u>2</u> CIT Mental Disorder	<u>1</u> Transport	<u>1</u> Larceny	<u>1</u> Family Disturbance	<u>1</u> Family Disturbance	

FIRE REPORT

Total Calls	<u>0</u>
--------------------	----------



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RESIDENT OPPORTUNITIES & SELF-SUFFICIENT PROGRAM REPORT

Date Range: 09/08/2025-09/30/2025
 Property Name: Trent Court
 New Bern Housing Authority

Data Pulled From Family Metrics Software

Resident Overview			
Total Residents on Property During Date Range (Including residents made Inactive):	120		
Total Participants	95	Percent Participants	79.20%
Total Non-Participants	25	Percent Non-Participants	20.80%

Total Residents Served via Individual Service Log

Category	# Residents	% of Total	# Times
Adult Education	0	n/a	0
Assessment/Case Management	3	2.80%	3
Benefits/Entitlements	1	0.90%	1
Community/Civic	1	0.90%	1
Computer Access/Training	1	0.90%	1
Crisis Intervention/Support Counseling	0	n/a	0
Donations/Contributions	0	n/a	0
Early Childhood/Child Care	0	n/a	0
Employment	1	0.90%	1
Eviction Prevention/Housing Retention	0	n/a	0
Financial	1	0.90%	1
Health/Medical/Nutrition	1	0.90%	1
Housing/Home Management/Ownership	0	n/a	0
Legal Services	0	n/a	0
Monitoring Services	0	n/a	0
Transportation	0	n/a	0
Youth Development	0	n/a	0
Youth Education	0	n/a	0
Other	3	2.80%	3
Total (excluding Outreach)	6	5.50%	7

Residents Served via a Group Log, Program Attendance and/or Services Attached to Program Attendance

	# Residents	% of Total
Adult Education	76	69.70%
Assessment/Case Management	77	70.60%
Benefits/Entitlements	76	69.70%
Community/Civic	76	69.70%
Computer Access/Training	76	69.70%
Crisis Intervention/Support Counseling	76	69.70%
Donations/Contributions	0	n/a
Early Childhood/Child Care	76	69.70%
Employment	102	93.60%
Eviction Prevention/Housing Retention	0	n/a
Financial	102	93.60%
Health/Medical/Nutrition	102	93.60%
Housing/Home Management/Ownership	0	n/a
Legal Services	0	n/a
Monitoring Services	0	n/a
Transportation	0	n/a
Youth Development	0	n/a
Youth Education	0	n/a
Other	76	69.70%
Outreach	102	93.60%

Date Range:

9/8/2025 to 9/30/2025

Cost Savings by Category

Category				Savings during date range	Cumulative Savings
Adult Education	0	0	0	\$0.00	\$0.00
Benefits / Entitlements	0	0	0	\$0.00	\$0.00
Community / Civic	109	109	109	\$1,090.00	\$1,090.00
Computer Access / Training	0	0	0	\$0.00	\$0.00
Donations / Contributions	0	0	0	\$0.00	\$0.00
Early Childhood / Child Care	0	0	0	\$0.00	\$0.00
Employment	109	109	109	\$228,900.00	\$228,900.00
Eviction Prevention / Housing Retention	0	0	0	\$0.00	\$0.00
Financial	0	0	0	\$0.00	\$0.00
Health / Medical / Nutrition	109	544	544	\$84,920.00	\$84,920.00
Housing / Home Management / Ownership	0	0	0	\$0.00	\$0.00
Outreach	0	0	0	\$0.00	\$0.00

Transportation	0	0	0	\$0.00	\$0.00
Youth Development	0	0	0	\$0.00	\$0.00
Youth Education	0	0	0	\$0.00	\$0.00
Other	0	0	0	\$0.00	\$0.00
Monitoring Services	0	0	0	\$0.00	\$0.00
Assessment / Case Management	0	0	0	\$0.00	\$0.00
Legal Services	0	0	0	\$0.00	\$0.00
Crisis Intervention / Support Counseling	0	0	0	\$0.00	\$0.00
Total Cost Savings	109	762	762	\$314,910.00	\$314,910.00

ADLs / IADLs with Service Interactions / Length of Stay / Age

Category	# of Residents	% of Residents	Average Age	Average Length of Stay	Average Interactions
IADLs Only	1	0.009	70	5	5

Household Engagement

This report includes all Individual and Group Service Logs as well as Program Attendance. It does not include any services for Outreach. Anyone not in a household will be grouped together by unique unit numbers

	Total	at least 1 service		at least 2 services		
		#	%	#	%	
Trent Court	107	102	95%	12	11%	
Total	107	102	95%	12	11%	
		at least 3 services		at least 4 services		5 or more services
		#	%	#	%	#
		3	3%	1	1%	0
		3	3%	1	1%	0

Community Needs Assessment Completed	12
Community Needs Assessment Survey	15

Date Range: 09/08/2025-09/30/2025
 Property Name: New Bern Towers
 New Bern Housing Authority

Data Pulled From Family Metrics Software

ROSS Resident Summary

Category	Resident Count	
ROSS Resident Listing - Active Status	# Residents	% of Total
	20	
Percent Resident Contacts	99	100.00%
Percent Resident Outreach	99	100.00%

Residents Served via a Group Log, Program Attendance and/or Services Attached to Program Attendance

	# Residents	% of Total
Adult Education	99	100.00%
Community/Civic	99	100.00%
Financial	99	100.00%
Health/Medical/Nutrition	99	100.00%
Other	99	100.00%
Outreach	99	100.00%

Service Type Summary

Service Type	# of Households	# of Residents	# of Service Logs
Community / Civic	1	1	1
Health / Medical / Nutrition	1	1	1
Total:	1	1	1
Outreach	87	89	89

Group Service Logs as well as Program Attendance.

Anyone not in a household will be grouped together by unique unit numbers

Total	97	
		at least 1 service
New Bern Towers	97	97
Total		97

Resident Engagement

This report includes all Individual and Group Service Logs as well as Program Attendance. It does not include any services for Outreach.

	Total	at least 1 service	%
New Bern Towers	99	99	100%
Total	99	99	100%

Property Service Log

Sub Category Summary

Adult Education		
Sub-Service Type	# of Residents	# of Times
Literacy Program	99	99
Community/Civic		
Sub-Service Type	# of Residents	# of Times
Life Skills	99	99
Financial		
Sub-Service Type	# of Residents	# of Times
Financial Literacy	99	99
Health/Medical/Nutrition		
Sub-Service Type	# of Residents	# of Times
Substance Abuse Family Support	99	99

Other		
Sub-Service Type	# of Residents	# of Times
General Information and Referral	99	99
Phone Call	99	99
Outreach		
Sub-Service Type	# of Residents	# of Times
General Outreach	99	99
Introduction to Service Coordinator / SC Pr	99	99
Invitation to Event / Activity / Program	99	99
Resident Services Survey	99	99

DLs / IADLs with Service Interactions / Length of Stay / Age

Category	# of Residents	% of Residents	Average Age
IADLs Only	1	1.00%	71
			Average Length of Stay
			3.3
			Average Interaction
			1

*****Resource Flyers this month**

9/18/2025

40 Packets given with ROSS introduction ,employment literacy, wellness information on new clinic opening by the New Stanley White Recreation Center

9/22/2025

Career Fair at Volt Center on 10/1/2025

9/23/2025

Walk for Recovery Sept 27,2025

9/25/2025

Senior State Fair Day Oct 21 2025

Craven County Narcan Save a life day

100 packets on free laundry day Sept 25,2025

9/30/2025

NC MED ASSIST Free Pharmacy Program

Health and Resource Fair community event Oct 25,2025 11am to 4pm

Fall Festival and Resource Fair October 18,2025 from 1pm to 3pm

RCS Pop Up food Distribution week of September 29,2025 through October 3,2025 at 2pm

The Young at Heart Social Club at Stanley White Recreation Center on Tuesday 1pm to 230pm

RCS food pantry free foods weekly

NC Med Asslst Free Pharmacy Program Pamphlets

Weekly Jobs Board from NC WORKS Career Center

College Tour day October 13,2025

College Fair at New Bern High School October 20, 2025

Halloween party in the park October 25,2025

Halloween Preschool Parade Friday October 31,2025 9:30am

information on Head Start Programs

Falth IN ACTION vision clinic free eye exam and glasses for children and adults for October 4, 2025 8am to 5pm

Community Partnerships Interactions:

9/11/2025

Contacted American Red Cross Kristin Willis

9/15/2025

Invited Community Partners to attend neighborhood meeting w/ residents

Brian Tootle via email with vision forward member , Barbara Sampson community leader

Frances Boomer, Denise Robinson, Dennis with RHA MOBILE CRISIS SERVICES via email

Glenda Fleshman via Email

Sherri Brown Catholic Charities , Terri Jones Craven Community College via Email

April Konegay , Armelia Meadows via Email with Carolina Senior Care day program for elderly

Angela Wilson with Craven Pamlico County re entry council Doris Andrews DSS via Email
Attended neighborhood meeting with residents and the community at the Stanley White Center
Community Partners resources for Professional breakfast hosted by Wilmington Treatment
Met with Crystal Lawrence NC WORKS
Met staff Bonita Simmons Re-Entry Job Placement
Reeshema Walker NC WORKS
Tonywanda Jackson NCWORKS
Craven Literacy Council met with Mrs. Lydia Ash (referral given)

9/16/2025

Attended Board of Commissioners meeting (monthly meeting)
Met with Shelly Collins, Program Coordinator for New Bern Parks and Rec
Spoke with Susan Namowitz Craven Community College community partner

9/22/2025

Spoke with Denise Robinson with Agency Divine Distinations Resource Referral
Dardi Insurance at 12pm received a call from Debbie Jones (1021am) resident U166

9/23/2025

Coastal Community Action called reference daycare assistance
Met with Katrina Henderson at RCS

9/25/2025

Met with District Elder Earllinda Dobson

9/30/2025

email to Craven County Senior Services requested
Received upcoming calendar for the month of October 2025 from Alissa Andrews Brown
Met with Shelley Collins at Stanley White RECREATION
Program Coordinator received more upcoming events

Savings during date range Cumulative Savings

Date Range: From 9/8/2025 to 9/30/2025

New Bern Towers - Cost Savings by Category

Category					0	0
Sub-Category					33165	33165
Adult Education	\$ -	\$ -	\$ -	\$ -	990.00	\$ 990.00
Benefits / Entitlements	\$ -	\$ -	\$ -	\$ -	29,700.00	\$ 29,700.00
Community / Civic	\$ 99.00	\$ 297.00	\$ 297.00	\$ -	2,475.00	\$ 2,475.00
Life Skills	\$ 99.00	\$ 99.00	\$ 99.00	\$ -	-	\$ -
Senior Field Trip	\$ 99.00	\$ 99.00	\$ 99.00	\$ -	-	\$ -
Social Activities	\$ 99.00	\$ 99.00	\$ 99.00	\$ -	-	\$ -
Computer Access / Training	\$ -	\$ -	\$ -	\$ -	-	\$ -
Donations / Contributions	\$ -	\$ -	\$ -	\$ -	-	\$ -
Early Childhood / Child Care	\$ -	\$ -	\$ -	\$ -	-	\$ -
Employment	\$ -	\$ -	\$ -	\$ -	129,455.00	\$ 129,455.00
Eviction Prevention / Housing Retention	\$ -	\$ -	\$ -	\$ -	64,835.00	\$ 64,835.00
Financial	\$ -	\$ -	\$ -	\$ -	7,200.00	\$ 7,200.00
Health / Medical / Nutrition	\$ 99.00	\$ 665.00	\$ 665.00	\$ -	17,820.00	\$ 17,820.00
Health Clinic	\$ 99.00	\$ 296.00	\$ 296.00	\$ -	39,600.00	\$ 39,600.00
Health Fair	\$ 72.00	\$ 72.00	\$ 72.00	\$ -	-	\$ -
Meals	\$ 99.00	\$ 99.00	\$ 99.00	\$ -	-	\$ -
Nutrition Program	\$ 99.00	\$ 198.00	\$ 198.00	\$ -	-	\$ -
Housing / Home Management / Ownership	\$ -	\$ -	\$ -	\$ -	-	\$ -
Outreach	\$ -	\$ -	\$ -	\$ -	-	\$ -
Transportation	\$ -	\$ -	\$ -	\$ -	-	\$ -
Youth Development	\$ -	\$ -	\$ -	\$ -	-	\$ -
Youth Education	\$ -	\$ -	\$ -	\$ -	-	\$ -
Other	\$ -	\$ -	\$ -	\$ -	-	\$ -
Monitoring Services	\$ -	\$ -	\$ -	\$ -	-	\$ -
Assessment / Case Management	\$ -	\$ -	\$ -	\$ -	162,620.00	\$ 162,620.00
Legal Services	\$ -	\$ -	\$ -	\$ -	-	\$ -
Crisis Intervention / Support Counseling	\$ -	\$ -	\$ -	\$ -	-	\$ -
Total Cost Savings	\$ 99.00	\$ 962.00	\$ 962.00	\$ -		



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RESOLUTION

**RESOLUTION OF THE BOARD OF COMMISSIONERS
OF THE HOUSING AUTHORITY OF THE CITY OF NEW BERN, NC**

October 20, 2025

Resolution No. 10.25.01

Walt Bellamy Drive Residences

WHEREAS, the Housing Authority of the City of New Bern ("Authority") previously purchased three homes located at 1002, 1004, and 1006 Walt Bellamy Drive in New Bern, North Carolina ("Property") from the Redevelopment Commission of the City of New Bern; and

WHEREAS, the Authority created and controls a nonprofit corporation acting as an instrumentality known as Better Vision Housing Corporation ("BVHC"); and

WHEREAS, BVHC's mission is to support the Authority's goals and provide safe and sanitary dwelling accommodations for persons of low income, or moderate income, or low and moderate income at the Authority's direction;

WHEREAS, the Authority desires that BVHC use the property for the exclusive purpose of providing safe and sanitary dwelling accommodations for persons of low income, or moderate income, or low and moderate income;

WHEREAS, the Authority authorizes BVHC to create a subsidiary known as BVHC Walt Bellamy, LLC ("BVHC WB") for the purpose of holding the property for the benefit of BVHC and for the exclusive use for affordable housing; and

WHEREAS, the transfer of the Property to BVHC WB will assure that the property will continue to be used for public use because the Property ultimately will be controlled by the Authority and used to provide safe and sanitary dwelling accommodations for persons of low income, or moderate income, or low and moderate income; and

WHEREAS, the Authority desires to enter into and execute and deliver all documents necessary, to transfer the Property to BVHC WB; and

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Authority, as follows:

1. The Executive Director and legal counsel of the Authority are authorized to prepare all documents necessary to transfer the Property to BVHC WB with the condition that the property be used to provide safe and sanitary dwelling accommodations for persons of low income, or moderate income, or low and moderate income as required by the U.S. Department of Housing and Urban Development;

2. The Chair and Executive Director of the Authority are authorized to execute and deliver, individually or jointly, such transfer documents or other instruments as reasonably may be required to effectuate the transfer;
3. This Resolution shall take effect immediately.

Done this 20th day of October, 2025.

ATTEST:

Reginal Barner, Secretary

Jennell Reddick, Chairperson

ND:4931-8863-3715, v. 1