

**MINUTES
REGULAR MEETING OF THE
BOARD OF COMMISSIONERS OF THE
NORTH CHARLESTON HOUSING AUTHORITY
WEDNESDAY, DECEMBER 17, 2025, AT 5:30 P.M. AT
6327 RIVERS AVENUE AND VIA ZOOM**

The meeting of the members of the Board of North Charleston Housing Authority was held at 6327 Rivers Avenue, North Charleston, SC 29406 and via Zoom on Wednesday, December 17, 2025, at 5:30 p.m.

The news media was given notice of the date, time, place, and agenda of the Regular Meeting, along with the Municipal Clerk of the City of North Charleston through transmission of the notice and agenda attached hereto more than twenty-four hours in advance of the Regular Meeting.

Roll Call: The meeting was called to order at 5:30 p.m. by Chairperson Baxter on roll call the following members were present.

Chairperson Baxter
Vice-Chairperson Loesel
Commissioner Thrower
Commissioner Jefferson
Quiana Abney, Secretary

Absent: Commissioner Logan and Commissioner Curry

Also present: Blake Allgayer, and Michelle Williams (NCHA)
Tanya Locklair, Banks Law Firm

Public Statement:- No comment.

Minutes:- Commissioner Thrower made a motion to approve minutes for Special Meeting, November 12, 2025. The motion was seconded by Vice-Chairperson Loesel. Upon roll call the vote was as follows: Voting Yea: Chairman Baxter, Vice-Chairperson Loesel, Commissioner Thrower and Commissioner Jefferson. Voting Nay: None

Consent Agenda:-

- a. **Section 8 Report**-Blake Allgayer gave an overview of the November 2025 Report that was included in the Board packet.
- b. **Finance Report**-Michelle Williams gave an overview of the November 2025 Financial Report included in the Board packet. Ms. Williams will be meeting with First Citizens Bank in the upcoming month.
- c. **Property Management Report**- Quiana Abney gave an overview of the November 2025 Property Management Report included in the Board packet. North Charleston Housing Authority partnered with Concrete and Roses a non-profit organization to distribute Christmas gifts to the children 1-18 years old at all of the properties.
- d. **Family Self-Sufficiency Report**- Quiana Abney gave an overview of the November 2025 FSS Report included in the Board packet. Ms. Abney reported that an FSS participant who graduated in 2024 purchased a home.
- e. **Executive Summary**- Quiana Abney gave an overview of the November 2025 Executive Summary Report included in the Board packet.

Vice-Chairman Loesel made a motion to approve the Consent Agenda. Motion seconded by Commissioner Thrower. Upon roll call the vote was as follows: Voting Yea: Chairman Baxter, Vice-Chairperson Loesel, Commissioner Thrower and Commissioner Jefferson. Voting Nay: None

Committee Meetings:

a. **Development Committee Meeting-**

Horizon Village-J.H.W. Enterprise LLC provide a time line and fee schedule for Phase 1. Unit turns at Horizon Village.

Essential Function Bonds-Chairman Baxter presented an example Property Acquisition Plan that would be presented to the City of North Charleston Committee of the Whole on December 18, 2025.

b. **Property Management Committee:** No items for Property Management Committee.

c. **HR Committee:** No items for HR Committee.

Consideration Agenda: Resolution 2025-08, Approve Mold Remediation Quotes for Alston Lake Apartments and Birchwood Apartments. Vice-Chairman Loesel made a motion to approve Resolution 2025-08 in the amount of \$36,531.00. Motion seconded by Commissioner Jefferson. Upon roll call the vote was as follows: Voting Yea: Chairman Baxter, Vice-Chairperson Loesel, Commissioner Thrower and Commissioner Jefferson. Voting Nay: None

Old Business:

a. **Eagle Landing Update-** North Charleston Housing Authority will be meeting with Brinshore Development on Tuesday, December 23, 2025, to discuss the requirements for submitting the 2026 LIHTC Application.

- a. **Horizon Village Update-** Commissioner Thrower made a motion to proceed with the proposed amount of \$125,300 for Phase 1 as discussed in the Development Committee Meeting. Motion seconded by Vice-Chairman Loesel. Upon roll call the vote was as follows: Voting Yea: Chairman Baxter, Vice-Chairperson Loesel, Commissioner Thrower and Commissioner Jefferson. Voting Nay: No

New Business:-No new business to discuss.

Personnel:- Briggitt Harris retired on December 16, 2025. Currently advertising for a Lead Maintenance Technician and a Maintenance Technician.

Commissioner Thrower made a motion to enter into executive session to discuss the Executive Director's Performance Standards for 2026 which are required under the executive director's contract. Motion was seconded by Vice-Chairman Loesel. Upon roll call the vote was as follows: Voting Yea: Chairman Baxter, Vice-Chairperson Loesel, Commissioner Thrower and Commissioner Jefferson. Voting Nay: None

Entered into executive session at 6:22 p.m. and returned at 6:31 p.m. with no decision reached.

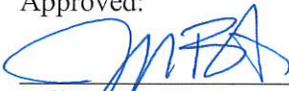
Commissioner Thrower made a motion to enter into executive session to discuss the Executive Director's Performance Standards for 2026, as required under the Executive Director's contract. The motion was seconded by Vice-Chairperson Loesel. Upon roll call, the vote was as follows: Voting Yea: Chairman Baxter, Vice-Chairperson Loesel, Commissioner Thrower and Commissioner Jefferson. Voting Nay: None

1. Hire support staff including an Executive Assistant and Human Resource Manager.
2. Organize a Board strategic planning session and draft a comprehensive strategic plan.
3. Increase Occupancy to 85% across all North Charleston Housing Authority developments.
4. Engage in national meetings and continuing education opportunities.

Vice-Chairman Loesel made a motion to adjourn the regular meeting. Motion seconded by Commissioner Jefferson. Upon roll call the vote was as follows: Voting Yea: Chairman Baxter, Vice-Chairperson Loesel, Commissioner Thrower and Commissioner Jefferson. Voting Nay: None

The Regular Meeting of the Board of Commissioners of the North Charleston Housing Authority was adjourned at 6:34 p.m.

Approved:



Jeff Baxter, Chairperson
Board of Commissioners



Quiana Abney
Secretary