

## Asheville Housing Authority Commission Meeting Minutes November 18, 2015

### I. Work Session

The work session was held at the Central Office at 4pm. The following Commissioners were present: Chair Lewis Isaac, Vice Chair Cassandra Wells, Member Raynetta Waters, and Member James Canavan.

Open session: Gene Bell stated that at the last meeting a resident Woodfin Apartments expressed concerns regarding criminal activity. In light of this, Mr. Bell asked the Asheville Police Department officer who is over Woodfin Apartments to come speak to the Board. Officer Ball described some of the issues reported to the Police Department and assured the Board that they are being investigated.

Lenell Wyche presented the Financial Report. HACA Accounting staff is still in the process of closing out the year. Since we are still in the middle of closing the year, the report is subject to change. Overall, the whole agency is ahead of budget. The RAD Properties are performing well.

David Nash stated that with RAD, HUD provides an Operating Cost Adjustment Factor which allows gross contract rents to be adjusted for inflation each year. This year, the contract rents from HUD will increase by 2%. Tenant whose rent is based on their income will not be affected by this increase. The only exception to this will be tenants who do not receive HAP assistance and they will receive a 2% rent increase.

David Nash presented information regarding the roof at the Edington Center. The entire roof is not being replaced at this time. The two largest trouble areas are the areas over the gym and over the auditorium. HACA has bids in for this project and is in the process of reviewing them.

### II. Regular Meeting - Call to order

Chair Isaac called to order the regular meeting of the Board of Commissioners at **5:05 pm & November 18, 2015**, held at **Edington Center, 133 Livingston Street, Asheville, NC 28801**. Brooke Smith conducted roll call. The following Commissioners were present: Chair Lewis Isaac, Vice Chair Cassandra Wells, Member Raynetta Waters, and Member James Canavan.

### III. Approval of minutes from last meeting

**James Canavan** made a motion, seconded by **Raynetta Waters**, to approve the minutes. The Commissioners unanimously approved the minutes of **October 28, 2015**.

### IV. Bills and Communications

Gene Bell stated that a copy of the new HACA newsletter went out to residents and staff last week. Terry Bellamy worked hard on this newsletter and we thank her.

### V. Report of the Secretary

#### a) Asheville Housing Properties

Noele Tackett reported the monthly Asheville Housing Properties occupancy submitted with the board package

#### b) Asheville Housing Vouchers

Brandy Woodard reported monthly Asheville Housing Vouchers occupancy submitted with the board package

#### c) Income/Expense Report

Lenell Wyche summarized the bottom line of the four key budgets submitted with the board package.

#### d) Residents Council Report

India Pearson stated that the Council took over 30 young people to the Black Man Running 5k in Wilmington, NC. The Council also took over 20 people to vote on Election Day.

### VI. New Business

#### 1. Approval of Board Meeting schedule for 2016.

The Board Meetings will continue to be on the 4<sup>th</sup> Wednesday of each month, with the exception of the November and December Meetings, which will be held on the 3<sup>rd</sup> Wednesday and the 2<sup>nd</sup> Wednesday of the month, respectively. The schedule presented with the Board Package will be updated to reflect the change of the December Meeting to the 2<sup>nd</sup> Wednesday in December 2016.

**Raynetta Waters** made a motion, seconded by **Cassandra Wells**, to authorize approval of Board Meeting schedule for 2016.

The Board voted as follows:

AYE

Mr. Lewis Isaac  
Ms. Cassandra Wells  
Ms. Raynetta Waters

NAY

Mr. James Canavan

The Chair declared the motion carried.

**2. Approval of RAD Project Based Voucher Contract Rents, based on the HUD 2015 Operating Cost Adjustment Factor of 2.0%, effective December 1, 2015.**

The contract rents are made up of two parts: Tenant Rent and the Housing Assistance Payment (HAP) from HUD. The inflation factor for this year is 2%, which means the contract rents. This will not affect tenants whose rent is calculated based on income and only change with tenant changes, not the contract rent. The only exception to this is tenants who do not receive HAP assistance; they will see a 2% increase in their rent.

**James Canavan** made a motion seconded by **Raynetta Waters**, to authorize approval of RAD Project Based Voucher Contract Rents, based on the HUD 2015 Operating Cost Adjustment Factor of 2.0%, effective December 1, 2015.

The Board voted as follows:

AYE

Mr. Lewis Isaac  
Ms. Raynetta Waters  
Mr. James Canavan

NAY

Ms. Cassandra Wells

The Chair declared the motion carried.

**3. Approval to expend up to \$297,000 from Central Office Cost Center reserves for replacement of the gym and auditorium roofs at the Edington Center, including additional insulation and improved drainage gutters and downspouts.**

David Nash stated that the roof of the Edington Center was not something that was able to be addressed during the initial renovation of the Center. However, the roof over the gym and the auditorium is old, subject to frequent leaks, and needs to be replaced.

**Cassandra Wells** made a motion, seconded by **Raynetta Waters**, to authorize approval to expend up to \$297,000 from Central Office Cost Center reserves for replacement of the gym and auditorium roofs at the Edington Center, including additional insulation and improved drainage gutters and downspouts.

The Board voted as follows:

AYE

Mr. Lewis Isaac  
Ms. Cassandra Wells  
Ms. Raynetta Waters  
Mr. James Canavan

NAY

The Chair declared the motion carried.

**VII. Unfinished Business**

Gene Bell stated that at the last meeting, it was brought up about the washing machines at Bartlett Arms needing to be fixed to accommodate handicapped residents. HACA is in the process of taking care of this and has already repaired one of the washing machines.

**VIII. Public Comment**

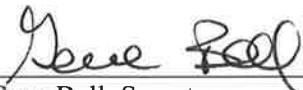
HL Carlisle stated that he received the letter from Mr. Bell following up on the issues he brought up at the last meeting, but that he would like the names of the officers referenced in the letter. Lewis Isaac stated that Mr. Bell will meet with Mr. Carlisle privately because this is an ongoing investigation and it is not appropriate to comment on it publicly.

**IX. Adjournment**

There being no further business to come before the Board, the meeting adjourned.

  
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Lewis Isaac, Chair

ATTEST:

  
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Gene Bell, Secretary