



Asheville Housing Authority Commission Meeting Minutes February 21, 2018

I. Work Session

The work session was held at the Central Office starting at 4:19 pm. The following Commissioners were present: Chair Lewis Isaac, Vice Chair Cassandra Wells, Member Jennifer Pickering and Member Raynetta Waters.

David Nash opened the work session by explaining that a representative from Ledgewood Village, Seth Parker, would present to the board summarizing plans to renovate Ledgewood Village, and request a budget increase to fund the project.

Lewis Isaac presented agenda item #1; approval of revised house rules for Asheville Housing Authority RAD Project Based Voucher properties. He explained that the CEO has requested that item #18 “no fireworks” be removed from the house rules because it is non-enforceable. Jennifer Pickering suggested that a statement be added to the beginning of the house rules which states that the house rules are in accordance to city laws and promote the development of good neighborhoods.

Gene Bell announced that the smoke-free housing notices would be posted for public comment for the next 30 days. He is going to meet with each development to discuss.

Brandy Woodard presented agenda item #2; authorization for the CEO and HCV Director to submit the 2017 Section Eight Management Assessment Program (SEMAP) Certification. She announced that it is time to submit the SEMAP report for fiscal year 2017. This process is done annually, and will hopefully help us maintain our high performing status. She is requesting board approval to move forward with submitting the report. David Nash explained that SEMAP measures key requirements for the Housing Choice Voucher Program.

Brandy Woodard presented agenda item #3; approval of updated utility allowances for the Housing Choice Voucher Program. She explained that this update of utility allowances is the result of surveys taken from area utility companies. The updated allowances are similar to last year’s rates. The new utility allowances will be effective March 1, 2018.

David Nash presented agenda item #4; approval of Resolution No. 2018-1, amending preliminary approval of issuance of multifamily housing revenue bonds (Ledgewood Village). He explained that Ledgewood Village is requesting an increase from \$12 million to \$12.5 million in bonds to renovate the property, which will be paid back from operational revenues of the property.

Shaomin Li presented agenda item #5; approval of increase in 2017 operating budget line items for bad debt write offs in the RAD properties. She explained that previously anticipated bad

debt increased near the end of the year. She is requesting approval to write these bad debts off removing them from the books.

The work session ended at 4:39 pm.

II. Regular Meeting - Call to order

Chair Isaac called to order the regular meeting of the Board of Commissioners at **5:00 pm on February 21, 2018** at the **Hillcrest Apartments, 100 Atkinson Street, Asheville, NC 28801**. Teresa Jenkins conducted the roll call. The following Commissioners were present: Chair Lewis Isaac, Vice Chair Cassandra Wells, and Member Raynetta Waters.

III. Approval of minutes from last meeting

Cassandra Wells made a motion, seconded by **Raynetta Waters**, to approve the minutes. The Commissioners unanimously approved the minutes of **December 13, 2017**.

IV. Bills and Communications

Gene Bell paid tribute to Stephanie Maeweather, a resident who passed away on December 30th, 2017. She was very active in the community, and helped to organize the clothes closet at the Edington Center. Gene shared that the closet program will be named in her honor. In August there will be a whole day devoted to honoring her at the Edington Center.

V. Report of the Secretary

a) Asheville Housing Properties

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

b) Asheville Housing Vouchers

Brandy Woodard reported monthly Asheville Housing Voucher report submitted with the board package.

c) Family Self-Sufficiency

Shaunda Sandford introduced the newest FSS Advisor and Resident Support Specialists; Robert Butler and Madison Dossey. Robert Butler will work with clients in Hillcrest, Klondyke, and the scattered sites. Madison will work with residents at Asheville Terrace and Brevard Housing Authority. Shaunda presented the monthly Family Self-Sufficiency report submitted with the board package.

Karolina Hopkins report the FSS good news. In December 2017, FSS hosted holiday bingo for residents living in Aston. Additionally, this month FSS hosted Valentine's Day bingo. These events were very successful. She also announced that in 2017, FSS increased their amount of partnerships with employers, educational institutions, and community groups.

d) Financial Report

Shaomin Li presented the monthly financial report as submitted with the board packet. She briefly explained that minor changes had been made to the budget. For instance, they changed the name of a line item from “surplus cash” to “strategic investments”. Overall, the net revenues are positive. As a whole the organization continues to be in good financial standing.

e) **Edington Center/Residents Council Report**

Shuvonda Harper provided the report for the Edington Center. She announced that every Tuesday in March the Edington Center will host information sessions about voting rights and civics. Also, the Edington Center will start offering free health screenings. The Residents Council members were invited back to Wilmington, NC in March to attend workshops for grassroots organizations. The Edington Center is preparing for spring planting. They have tomatoes and greens to plant in the garden. Shuvonda announced that they will be hiring someone from the community to assist with maintaining the garden.

f) **Property Management Report**

No report this month.

VI. New Business

1. Approval of revised House Rules for all residents of Asheville Housing Authority’s RAD Project Based Voucher properties, effective March 1, 2018.

Jay Gurney explained that the Site Managers and senior management staff worked together to develop the house rules. The rules were posted for 30 days to allow for review and public comment, but received no response. Jay explained that they are looking to remove rule #18 regarding fireworks at Mr. Bell’s request. A resident in the audience raised a question about what recourse residents have if the house rules aren’t followed and residents decide to use fireworks inappropriately. Jay Gurney explained that quiet hours were from 10 pm to 7 am, which is similar to the city’s noise ordinance. Residents should contact APD if the fireworks are set off in violation of the noise ordinance, and notify the site manager if they know who is violating the noise ordinance for possible lease enforcement.

Raynetta Waters made a motion, seconded by **Cassandra Wells** to approve the revised House Rules for all residents of Asheville Housing Authority’s RAD Project Based Voucher Properties, effective March 1, 2018.

The Board voted as follows:

AYE

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

NAY

2. Authorization for the CEO and HCV Director to submit the 2017 Section Eight Management Assessment Program (SEMAP) Certification.

Brandy Woodard explained the Housing Authority is seeking approval to submit the SEMAP Certification for FY 2017. She explained that the assessment grades the program on several areas such as lease-up percentages, HQS inspections, re-certifications, and accuracy of tenant rent calculations.

Cassandra Wells made a motion, seconded by **Raynetta Waters** to authorize the CEO and HCV Director to submit the 2017 Section Eight Management Assessment Program (SEMAP) Certification.

The Board voted as follows:

AYE

NAY

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

3. Approval of updated utility allowances for the Housing Choice Voucher Program, effective March 1, 2018.

Brandy Woodard explained that this is the annual update to utility allowances. The new utility allowances are very similar to last year. Upon approval, the utility allowances will be effective March 1, 2018.

Cassandra Wells made a motion, seconded by **Raynetta Watres** to approve the updated utility allowances for the Housing Choice Voucher Program, effective March 1, 2018.

The Board voted as follows:

AYE

NAY

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

4. Approval of Resolution No. 2018-1, Amending Preliminary Approval of Issuance of Multifamily Housing Revenue Bonds (Ledgewood Village).

Seth Parker with Silver Street Development Corporation, owners of Ledgewood Village explained that they have owned the property since 2000. They would like to perform renovations to the property. He explained that they submitted an application to NC Housing and received approval for \$12 million, however cost have increased. They are seeking an additional \$500,000 in tax exempt bonds to complete the project.

Raynetta Waters made a motion, seconded by **Cassandra Wells** to approve Resolution No. 2018-1, Amending Preliminary Approval of Issuance of Multifamily Housing Revenue Bonds (Ledgewood Village).

The Board voted as follows:

AYE

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

NAY

5. Approval of increases in the 2017 operating budget line items for bad debt write offs in the RAD properties.

Shaomin Li explained that following the initial report of bad debts on the operating budget, the amount of bad debt has increased. She is requesting approval to write total bad debts off the books in the amounts outlined in the attached spreadsheet.

Raynetta Waters made a motion, seconded by **Cassandra Wells** to approve the increases in the 2017 operating budget line items for bad debt write offs in the RAD properties.

The Board voted as follows:

AYE

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

NAY

VII. Unfinished Business

None.

VIII. Public Comment

None.

IX. Adjournment

There being no further business to come before the Board, the meeting adjourned at 5:37 pm. The next meeting will be held at Lee Walker Heights, 50 Wilbar Avenue, Asheville, NC 28801 on Wednesday, March 28, 2018.



Lewis Isaac, Chair

ATTEST:



Gene Bell, Secretary

RESOLUTION NO. 2018-1

RESOLUTION AMENDING PRELIMINARY APPROVAL OF
ISSUANCE OF MULTIFAMILY HOUSING REVENUE BONDS

WHEREAS, on August 23, 2017, the Board of Commissioners of the Housing Authority of the City of Asheville (the "Authority") adopted a resolution (the "Preliminary Resolution") giving preliminary approval to the issuance of the Authority's multifamily housing revenue bonds in one or more series in an aggregate amount not to exceed \$12,000,000 (the "Bonds"), the proceeds of which would be loaned to Silver Street Holdings VII, LLC, a North Carolina limited liability company, or an affiliated or related entity (the "Borrower"), to finance the acquisition, rehabilitation and equipping of a 180-unit affordable housing complex known as Ledgewood Village Apartments located in the City of Asheville, North Carolina (the "Development"); and

WHEREAS, the Borrower has determined that the amount of tax-exempt debt necessary to finance the cost of the Development is more than originally anticipated, and has requested the Authority to amend the Preliminary Resolution to increase the amount of the Bonds from an amount not to exceed \$12,000,000 to an amount not to exceed \$12,500,000; and

WHEREAS, the Authority and the Borrower expect to receive an allocation of volume cap under Section 146 of the Internal Revenue Code of 1986, as amended (the "Code") for the Bonds in the amount of \$12,500,000 from the North Carolina Federal Tax Reform Allocation Committee, based on the recommendation of the North Carolina Housing Finance Agency;

NOW, THEREFORE, BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE CITY OF ASHEVILLE:

1. The Authority hereby confirms the determination it made in the Preliminary Resolution that the Development will involve the acquisition, rehabilitation and equipping of a multifamily residential rental project, and that therefore, pursuant to the terms and subject to the conditions hereinafter stated and the North Carolina Housing Authorities Law (Article 1 of Chapter 157 of the North Carolina General Statutes, as amended), the Authority agrees to assist the Borrower in every reasonable way to issue bonds to finance the acquisition, rehabilitation and equipping of the Development, and, in particular, to undertake the issuance of the Bonds in an amount not to exceed Twelve Million Five Hundred Thousand Dollars (\$12,500,000) to finance a portion of the cost of the Development.

2. The Authority intends that the adoption of this resolution be considered as an expression of official intent toward the issuance of the Bonds within the meaning of the regulations issued by the Internal Revenue Service pursuant to Section 1.150-2 of the Treasury Regulations issued pursuant to the Code.

3. All other terms of the Preliminary Resolution remain in full force and effect.

4. This resolution shall take effect immediately upon its passage.

RECORDING OFFICER'S CERTIFICATION

I, Gene Bell, the duly appointed Secretary of the Housing Authority of the City of Asheville, do hereby certify that the foregoing resolution was properly adopted at a regular meeting held February 21, 2018.

(SEAL)

By: Gene Bell
Gene Bell, Secretary