

## Asheville Housing Authority Commission Meeting Minutes July 26, 2017

### I. Work Session

The work session was held at the Central Office starting at 4:04 pm. The following Commissioners were present: Chair Lewis Isaac, Vice Chair Cassandra Wells, Member Jennifer Pickering, Member James Canavan and Member Raynetta Waters.

Lewis Isaac introduced the initial agenda item to be discussed during the board meeting. The Administrative Plan for the Housing Choice Voucher Program has some additional amendments and updates that need to be approved and implemented. Katelyn Mattox highlighted some of the more significant amendments to the Administrative Plan:

- 1) Chapter 3- Certain full time students will be considered independent from their parents, if certain criteria are met or if they are homeless or at risk. In the past, such students were not eligible for housing assistance.
- 2) Chapter 6- In the event that payment standards go down, we will not reduce the payment standard for a family until they move. In the past the amount paid to an existing landlord has been subject to reduction if the payment standard remains reduced for two years in a row.
- 3) Chapter 8- The policy includes additional criteria considered life threatening conditions requiring 24 hour correction and notification to the owner after HQS inspection. Some of those include electrical problems, improper or missing ventilation for HVAC systems, and evidence of deteriorating paint in units built before 1978 being occupied by children under 6 years old.
- 4) Chapter 10- The policy proposes two updates to this chapter: changing the initial term of voucher issuance to 60 days and updating the portability process that allows HACA to deny late billing submissions from another housing authority.
- 5) Chapter 15- The policy amends the allowed options to include the lot rent for a manufactured home and monthly payments made by the family to amortize the cost of purchasing a manufactured home.
- 6) Chapter 16- The policy includes changes to the notifications HACA must make to all residents and participants regarding protections provided by the Violence Against Women Act (VAWA).

- 7) Chapter 17- This policy revises the supportive services requirement, making it encouraged but not mandatory for residents of project-based voucher units.

Lewis Isaac shared that HACA staff had recently received a 3% cost of living raise. He stated, based on prior discussion with the board members, that he had approved a request for Gene Bell, CEO to receive a 3% cost of living raise along with other HACA staff.

Gene Bell announced that HACA had agreed to assist with transporting residents to the LEAF festival being held in downtown Asheville on August 4<sup>th</sup> – 5<sup>th</sup>.

The work session ended at 4:40 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 July 26, 2017** at the **Pisgah View Apartments, 1 Granada Street Asheville, NC 28806**. Teresa Jenkins conducted the roll call. The following Commissioners were present: Chair Lewis Isaac, Vice Chair Cassandra Wells, Member Jennifer Pickering, Member James Canavan and Member Raynetta Waters.

## 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 **June 28, 2017**.

## IV. Bills and Communications

Gene Bell introduced Chanel Young with the Family Self Sufficiency (FSS) Program to provide an update on the FSS events. Chanel shared that FSS along with community partners has hosted several community engagement socials, including a community engagement social at Pisgah View Apartments, which had 196 participants and 36 different agencies. The community engagement social held at Deaverview Apartments had 115 participants and 28 agencies involved. The upcoming community engagement social will be held at Southside.

Gene Bell announced that National Night Out would be held at Watts Park by the police department. He encouraged members of the community to attend and support this event.

## 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) **Family Self-Sufficiency**

Shaunda Sandford reported the monthly Family Self-Sufficiency participation submitted with the board package.

d) **Financial Report**

Shaomin Li presented the monthly financial report as submitted with the board packet. She explained that there were 3 pay periods in the month of June, which impacted the budget for HACA Central Management. However, the organization was on budget for the month of June. The organizations finances are healthy overall.

e) **Edington Center**

In her absence, Shuvonda Harper submitted the Edington Center report in writing. This report was included with the board package.

f) **Residents Council Report**

No Report.

g) **Property Management Report**

Pat Hammonds provided an update on the performance for all of the developments. Allison Smith provided highlights on the successes and 2017 site management goals for Pisgah View Apartments. Jakima Gaskins provided details on the 2017 Replacement Reserve Projects.

**1. Approval of amendments to the Administrative Plan for the Housing Choice Voucher Program.**

Katelyn Mattox explained that there were additional amendment to the Administrative Plan for the Housing Choice Voucher Program. She provided an overview of the proposed amendments to the plan; copies of the overview she presented were made available as well. (See work session discussion above.)

**James Canavan** made a motion, seconded by **Raynetta Waters** to approve amendments to the Administrative Plan for the Housing Choice Voucher Program.

The Board voted as follows:

AYE

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

NAY

The Chair declared the motion carried.

**VII. Unfinished Business**

None.

**VIII. Public Comment**


Allison Smith introduced and acknowledged the development staff and residents present at the meeting. She also gave an overview about the development, and the programs being facilitated on-site.

Several Pisgah View residents shared their experiences within the community, noted that the social and physical conditions at the property were much better than they used to be, and expressed gratitude toward development manager and staff.

- 1) Shannon Percy Simpson expressed concern about some recent events, including an ongoing drug problem, break-ins, and violence within the community. She requested that HACA staff in conjunction with the Asheville Police Department be more attentive to the property's needs in an effort to improve the overall state of the community.
- 2) Angela James stated that she would like to see more community connections to assist those on drugs with getting the help they need. She also encouraged members of the Pisgah View community to "speak up" about the drug activity in the community. She expressed that the residents needed to come together and make the Pisgah View community their responsibility in order to see the changes they desire.

**IX. Adjournment**

There being no further business to come before the Board, the meeting adjourned at 5:48 pm. The next meeting will be held at Housing Authority of the City of Asheville Central Office, 165 S. French Broad Ave., Asheville, NC 28801 on August 23, 2017.

  
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Lewis Isaac, Chair

ATTEST:

  
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Gene Bell, Secretary