



**Asheville Housing Authority
Commission Meeting Minutes
May 25, 2016**

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: David Nash stated that Agenda Item 1 deals with one chapter of the 18 chapter HCVP Administration Plan, which deals with special housing types. In the past, the only ones that the Housing Authority has opted into are manufactured homes and homeownership. HACA had a request from the Homeward Bound staff assisting homeless veterans to see if it is possible to have two different veterans with two different vouchers share a two-bedroom house. There is a pro-rated rent calculation that can be used for shared housing, according to the special housing provisions. There are also provisions for group homes, etc. Staff recommends opening up these options to everything except for paying the lot rent on a manufactured home. Some may never be used, but it doesn't hurt to have it as an option for program participants. This was posted for comment on April 7, 2016, and it received no comments. Bottom line, it gives tenants more flexibility. Everything still has to pass inspection and the other rules apply. Having more options may also help with the lease up numbers.

For Agenda Item 2, the updated maintenance schedule, this is simply updating the costs associated with fines passed to residents for things broken in their apartments beyond regular wear and tear. Cassandra Wells wants additional notice about this document sent out to residents not just posted in the offices. It's been posted since April 7, 2016, but not passed out to every unit. Therefore, this Agenda Item has been requested to be moved to next month's meeting.

For Agenda Item 3, there is an Eastview homeowner who is behind in her mortgage due to an illness and being out of work, which means that she had no income during that time. She has asked the Housing Authority to extend her payments to the end of the mortgage. Staff recommends approval of this request because the goal of Eastview is to help people achieve and maintain homeownership and the full amount will eventually be paid.

For Agenda Item 4, the Housing Authority would like to negotiate a lease to put a cell tower on top of Aston Tower. This Agenda Item only gives the Housing Authority staff and CEO the ability to negotiate. This does not enter into any agreement. The Housing Authority will not close the deal until the Board approves.

Finally, the Housing Authority is currently looking at June 9th as the gym dedication at Edington center. The Board Members will be notified once this is final.

II. Regular Meeting - Call to order

Chair Isaac called to order the regular meeting of the Board of Commissioners at **5:07 pm on May 25, 2016**, at **Altamont Apartments, 72 N Market Street, Asheville, NC 28801**. Brooke Smith conducted roll call. The following Commissioners were present: Chair Lewis Isaac, Vice Chair Cassandra Wells, Member Raynetta Waters, Member Jennifer Pickering, 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 **April 27, 2016**. That also includes the closed minutes.

IV. Bills and Communications

Gene Bell stated that on the weekend of the 14th, LEAF had their Festival. Shuvonda Harper stated that there were US, Haiti, Tanzania, Malawi drummers together with our resident children in the Grant Center. LEAF worked really hard to bring them all together.

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

Katelyn Mattox 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

Shuvonda Harper presented the Residents Council report. The Council is currently taking applications for the youth summer program, My Community Matters. The Program begins June 14th, and it serves ages 12-17. The Council attended the Racial Equity Institute training. It was an excellent experience, and the Council hopes that Housing Authority staff or Board members can attend the next training in September. The Council is now taking up donations for school supplies. The Hillcrest Association is planning the Juneteenth celebration. Details will be emailed as they become available. Finally, the Community Day will be in August at the Edington center for all housing communities.

VI. New Business

1. **Approval of amendment to the Housing Choice Voucher Administrative Plan to allow HCV participants to utilize a variety of Special Housing Types.**

David Nash stated that this amendment affects one chapter of the HCVP Administration Plan, and this chapter deals with special housing types. In the past, the only ones that the Housing Authority has opted into are manufactured homes and homeownership. HACA had a request from the homeless service providers assisting homeless veterans to see if it is possible to have two different veterans with two different vouchers share a two-bedroom house. There is a pro-rated rent calculation that can be used for shared housing, according to the special housing provisions. There are also provisions for group homes, etc. We recommend opening it up to everything except for paying the lot rent on a manufactured home. Jennifer Pickering asked if residents know about it. David Nash stated that it has been posted since April 7.

James Canavan made a motion, seconded by **Jennifer Pickering**, to authorize approval of amendment to the Housing Choice Voucher Administrative Plan to allow HCV participants to utilize a variety of Special Housing Types.

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.

2. **Consideration of approval of an updated schedule of Maintenance Charges for HACA properties.**

The Board Members would like to have a notice about this change sent directly to each resident, not just posted in the offices. Therefore, it is being moved to next month's meeting.

Cassandra Wells made a motion seconded by **Jennifer Pickering**, to table this matter until the June 22, 2016 HACA Board Meeting Agenda.

The Board voted as follows:

AYE

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

NAY

Mr. James Canavan

The Chair declared the motion carried.

3. Authorization for the CEO to restructure the mortgage debt for an Eastview Homes resident to extend the term and past due charges to be added to the end of the amortization schedule.

Gene Bell stated that Eastview was created through a HUD program to convert public housing units into homeownership units. The goal is to help people get units and to keep them affordable. A resident there became ill and missed work so couldn't pay her mortgage, and the Housing Authority is asking the Board to put the owed amount on the end of the mortgage.

Jennifer Pickering made a motion, seconded by **Raynetta Waters**, to authorize the CEO to restructure the mortgage debt for an Eastview Homes resident to extend the term and past due charges to be added to the end of the amortization schedule.

The Board voted as follows:

AYE

NAY

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

The Chair declared the motion carried.

4. Consideration of Resolution No. 2016-4, authorizing the CEO to negotiate a rooftop lease for the collocation of cell site antennas at Aston Park Tower.

Gene Bell stated that the Housing Authority was approached to lease space on top of Aston Towers. This is just to negotiate. Before entering into any contract, the Housing Authority will bring it back to the Board for final approval.

Cassandra Wells made a motion, seconded by **James Canavan**, to authorize Resolution No. 2016-4, authorizing the CEO to negotiate a rooftop lease for the collocation of cell site antennas at Aston Park Tower.

The Board voted as follows:

AYE

NAY

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

Mr. James Canavan

The Chair declared the motion carried.

VII. Public Comment

None

VIII. Other Business

Katelyn Mattox presented her program training outlines about the Family Self-Sufficiency (FSS) Program and the Homeownership Program to the Board. She will be bringing updates on resident success stories and other aspects of the programs to future Board meetings.

David Nash stated that the exterior of Altamont has been substantially completed. Based on the care taken by the Housing Authority and its architects and engineers for the project, the agency was nominated for and one a Griffin Award, a local award for historic preservation.

IX. Adjournment

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



Lewis Isaac, Chair

ATTEST:



Gene Bell, Secretary