



Asheville Housing Authority Commission Meeting Minutes April 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, James Canavan, Raynetta Waters, and Jennifer Pickering. City Council liaison Julie Mayfield also attended.

Gene Bell open the meeting by announcing that Lewis Isaac and Cassandra Wells have completed their initial terms on the Board of Commissioners, and have been recommended for reappointment to serve another term.

Noele Tackett discussed the initial agenda item. She explained that when the Administrative Plan update was approved recently, language was inadvertently left out of the plan. This language had been part of Chapter 5 and should have been included in the updated plan. This segment addresses issues with the large number of single individuals and the small number of large families on our waiting list. It allows maximum utilization of the one and two bedroom units, by, for example, allowing married couples and elderly or disabled individuals to be placed on the waiting list for either 1 or 2 bedroom apartments, and placing them based on whichever list their name first comes up.

David Nash introduced the second agenda item for discussion. David explained that we are seeking authorization to execute an amendment to extend the leasing term and rent for the commercial space in the ground floor of Woodfin Apartments. This space is currently leased to an attorney's. The lease term has expired, and it is time to renew the lease. The rent will be increased significantly in May and then again every three years. The increase will assist with supporting the overall property including the apartments for homeless individuals and families upstairs.

Emily Ball presented to the board about the Homeward Bound program at Woodfin Apartments. The Homeward Bound program provides permanent supportive housing with case management services to residents with a high level of need, with on-site security and case management services. HACA is master leasing the apartments to Homeward Bound and they are placing some of their most vulnerable applicants there, most of whom have been unsuccessful in other housing placement. In the past year, 16 residents have been placed at Woodfin. Two have died and two have transferred to assisted living, but all of the others have remained, reflecting a 100% success rate.

David Nash discussed the five-year plan goals and objectives which had been postponed for discussion at the last meeting. Generally the Housing Authority is on track with the priorities

outlined in that plan as reflected in our 2016 accomplishments, also distributed at the meeting. Board members are encouraged to provide feedback at any time on the goals and objectives.

The open session ended at 5:04 pm.

II. Regular Meeting - Call to order

Chair Isaac called to order the regular meeting of the Board of Commissioners at **5:06 pm on April 26, 2017** at the **Central Office, 165 S. French Broad Avenue, Asheville, NC 28801**. Teresa Jenkins conducted the roll call. The following Commissioners were present: Chair Lewis Isaac, Vice Chair Cassandra Wells, James Canavan, Jennifer Pickering and Raynetta Waters.

III. Approval of minutes from last meeting

Jennifer Pickering made a motion, seconded by **James Canavan**, to approve the minutes. The Commissioners unanimously approved the minutes of **March 22, 2017**.

IV. Bills and Communications

Gene Bell introduced Lakeisha McDay, Director of Diversity, Inclusion, & Health Equity at Mission Hospital. Lakeisha discussed Mission Hospital's diversity and inclusion program. She explained that Mission would be collaborating with the Housing Authority to connect residents with job opportunities.

Jakima Hoskins announced that the residents of Pisgah View in collaboration with Redemption Church held a community celebration for Easter. The residents participated in the event, which consisted of an Easter egg hunt, cookout, and DJ.

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. She explained that the voucher program is slightly over-leased based on what we currently know about budget authority, and no more vouchers are being issued at this time, until we get final word from HUD on the voucher budget authority for 2017.

c) Family Self-Sufficiency

Shaunda Sandford reported the monthly Family Self-Sufficiency participation submitted with the board package. Eric Robinson gave an update on the FSS program

accomplishments for Southside. Shaunda Sandford announced that FSS would be having a graduation on May 30, 2017.

d) Financial Report

Shaomin Li presented the monthly financial report as submitted with the board packet. She announced that overall the net revenue remains strong.

e) Edington Center

Shuvonda Harper provided an update on the Edington Center. She announced that the Edington Center was featured in the Urban News.

f) Residents Council Report

Shuvonda Harper announced for the Residents Council that they were working on the Isaac Coleman Grant project, and trying to get funding.

g) Property Management Report

Pat Hammonds provided an update on the performance for developments. Evette Smith provided highlights on the successes and 2017 site management goals for the following developments: Aston Park, Bartlett Arms, Altamont, and Woodfin Apartments. Jay Gurney provided details on replacement and revitalization work being done this year in these properties.

New Business

1. Approval to reinstate language in the Administrative Plan, inadvertently omitted from the recent update, in Chapter 5 of that plan.

Noele Tackett explained that when the Administrative Plan update was approved in February, language was inadvertently omitted from Chapter 5 which is needed for optimizing placements for families in our waiting list, which has a large number of single individuals and many fewer families.

Raynetta Water made a motion, seconded by **Cassandra Wells** to reinstate the language in Chapter 5 of the Administrative Plan.

The Board voted as follows:

AYE

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

NAY

The Chair declared the motion carried.

2. **Authorization for the CEO to execute an amendment extending the term and increasing the rent for the commercial space in the ground floor of Woodfin Apartments.**

David Nash explained that the ground floor of Woodfin Apartments is currently occupied by a law office. The long-term lease for the space has expired. We have negotiated and agreed to a nine-year extension, which increases the rent by 10% in May with an additional 10% increase every 3 years.

James Canavan made a motion, seconded by **Raynetta Waters** to authorize that action.

The Board voted as follows:

AYE

NAY

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

The Chair declared the motion carried.

VII. Unfinished Business


No unfinished business.

VIII. Public Comment

No public comment.

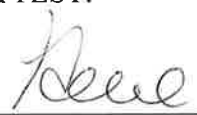

IX. Adjournment

There being no further business to come before the Board, the meeting adjourned at 5:54 pm. The next meeting is scheduled for Deaverview Apartments on May 24, 2017.



Lewis Isaac, Chair

ATTEST:

Gene Bell, Secretary