



## Asheville Housing Authority Commission Meeting Minutes July 24, 2019

### **I. Work Session**

The work session was held at the Central Office starting at 5:30 pm. The following Commissioners were present: Board Chair Cassandra Wells, Member Jennifer Pickering, Member Raynetta Waters and Member Bruce Kennedy.

Board Chair Cassandra Wells called the meeting to order. David Nash opened up the meeting with an update on the Lee Walker Heights redevelopment; informing commissioners of the scheduled HUD closing for the project on Friday, July 26<sup>th</sup>, and final financial closing on Monday, July 29<sup>th</sup>. In addition to the closing, David Nash informed that the City has exercised its option to purchase the old Ford property, so that is no longer holding up the project. Member Jennifer Pickering asked that HACA closely monitor the contractor's respect for women and minority contractors. David Nash informed that staff has been working with the contractor since the onset and our expectations regarding MWBE and Section 3 workers are well understood and agreed with by the contractor.

The board members discussed agenda item #1; the authorization to assign Asheville Housing Authority interest in the Lee Walker Heights Development Agreement to Asheville Housing's affiliate, Maple Crest Affordable Housing, Inc. David Nash explained that MCAH was created as HACA's non-profit affiliate for this property, and now that we are moving into the construction phase it should take over those responsibilities. HACA will remain a guarantor for the project, along with MHO.

The board members discussed agenda item #2; amendments to the 2019 Replacement Reserve Budgets. Sheri Guyton, Co-Director of Property Management reported on the projects in Altamont and Southside that required additional funding. David Nash, in the place of Co-Director Robert Hooper, reported on the projects in the properties he manages.

Shaomin Li offered a summary of the financial report. She reported that the pavement project in Hillcrest, which was a \$350,000 project, skewed the bottom line. Because it was a big-ticket item, when applied to the budget, it made it appear worse than it was. She informed that the project was budgeted and because it was, it would even out. She further reported that there continues to be high maintenance cost that are affecting the budget that staff is taking measures to address. There was also a discussion regarding the HAP Fund Revenue for which Shaomin Li explained the HUD disbursement process to the Board.

David reported that employees will be receiving raises with the current pay period. Jennifer asked for a report soon on reviewing the strategic plan. The board discussed candidates for the vacant Board of Commissioners seat and agreed we should ask the Mayor to readvertise that position.

The work session ended at 5:59 pm.

## **II. Regular Meeting - Call to order**

Chair Cassandra Wells called the regular meeting of the Board of Commissioners to order at **6:10 pm on Wednesday, July 24, 2019** at the **Arthur R. Edington Center, 133 Livingston Street, Asheville, NC 28801**. The following Commissioners were present: Chair Cassandra Wells, Vice Chair Raynetta Waters, Member Jennifer Pickering, and Member Bruce Kennedy. Cecelia Fisher introduced the staff from the Southside developments.

## **III. Approval of minutes from last meeting**

**Raynetta Waters** made a motion, seconded by **Bruce Kennedy**, to approve the minutes. The Commissioners unanimously approved the minutes of **June 26, 2019**.

## **IV. Bills and Communications**

David Nash announced having received final approval from HUD regarding the closing for Lee Walker Heights. It is the expectation to close on Friday, July 26<sup>th</sup> and Monday, July 29<sup>th</sup>, with construction set to get started the following week.

We have also been contacted by HUD to report progress on leasing up the new Mainstream vouchers we were awarded late last year. Lease-up has been slow with very few referrals from the community partners who agreed to provide support to those voucher holders, and HUD will be providing technical assistance.

## **V. Report of the Secretary**

### **a) Asheville Housing Properties**

Noele Tackett reported the monthly Asheville Housing Properties occupancy report submitted with the board packet. She reported that we ended the month 92% occupied. There were 109 units that were on rehab/hold status, 53 units being prepared for leasing, 7 ready for leasing, and 26 move-ins. The average turnaround days per unit was 24 days.

### **b) Asheville Housing Vouchers**

Brandy Woodard reported the monthly Asheville Housing Vouchers report as submitted with the board packet. There are a total of 3358 vouchers, 3221 available to lease, 2781 leased, 440 available, and 125 assigned/looking. There were 5 mobility moves, 24 move-ins, 26 move-outs, 175 inspections, and 199 re-exams. Brandy

reported the need to lease 440 vouchers but people are not being successful in finding landlords to lease from. She informed that new staff would be starting at the beginning of the next week that would be working on landlord outreach.

c) **Family Self-Sufficiency**

Shaunda Sandford reported the monthly Family Self-Sufficiency report as submitted with the board packet. There are a total of 252 participants; 5 new in June. 142 participants are escrowing; 5 new accounts were added in June. There are 62 participants in the homeownership program; 4 participants are currently under contract.

d) **Financial Report**

Shaomin Li presented the monthly financial report as submitted with the board packet. She reported that the pavement project in Hillcrest, which was a \$350,000 project, skewed the bottom line. Because it was a big-ticket item, when applied to the budget, it made it appear worse than it is. She informed that the project was budgeted and because it was, it would even out. She further reported that there continues to be high maintenance cost that are affecting the budget that staff is taking measures to address.

e) **Residents Council Report**

No Report.

f) **Edington Center Report**

No Report.

g) **Property Management Report**

Sheri Guyton, co-director of Property Management reported on the projects in Altamont and Southside that required additional funding through Replacement Reserve.

**VI. New Business**

**1) Authorization to assign Asheville Housing Authority's interest in the Lee Walker Heights Development Agreement to Asheville Housing's affiliate, Maple Crest Affordable Housing Inc.**

**Bruce Kennedy** made a motion, seconded by **Raynetta Waters** to authorize assignment of the interest in Lee Walker Heights Development Agreement to Maple Crest Affordable Housing Inc.

**AYE**

The Board voted as follows:

Ms. Cassandra Wells  
Ms. Raynetta Waters  
Mr. Bruce Kennedy  
Ms. Jennifer Pickering

**NAY**

**2) Amendments to the 2019 Replacement Reserve Budget**

**Jennifer Pickering** made a motion, seconded by **Bruce Kennedy** to allow Amendments to the 2019 Replacement Reserve Budgets.

**AYE**

**NAY**

The Board voted as follows:

Ms. Cassandra Wells  
Ms. Raynetta Waters  
Mr. Bruce Kennedy  
Ms. Jennifer Pickering

**VII. Unfinished Business**

None

**VIII. Public Comment**

Cassandra Wells, Board Chair welcomed David Nash as the new Executive Director for the Asheville Housing Authority.

**Adjournment**

There being no further business to come before the Board, the meeting adjourned at 6:35 pm. The next meeting will be held on August 28, 2019 at HACA Central Office, 165 S. French Broad Avenue, Asheville, NC 28801 at 6:00 pm.



Cassandra Wells, Chair

ATTEST:



David Nash, Secretary