



**Asheville Housing Authority  
Commission Meeting Minutes  
June 27, 2018**

**I. Work Session**

The work session was held at the Central Office starting at 4:05 pm. The following Commissioners were present: Chair Lewis Isaac, Member Jennifer Pickering, Member Raynetta Waters, and Member Bruce Kennedy. The following Commissioners were absent: Vice Chair Cassandra Wells.

Djuana Swann discussed agenda item #1; authorization for the Chair to execute a certificate of completion and termination of certain conditions, restrictions, limitations, reservations, and exceptions in connection with Mountain Springs Apartments. In 1994 the Housing Authority deeded property to Mountain Springs with conditions and restrictions. Mountain Spring was responsible for doing upgrades to the property. Upon completion of the renovations, the Housing Authority would issue a certificate of completion, which had not been completed. Mountain Springs is now requesting that the Housing Authority issue this Certificate of Completion for the property.

Gene Bell and David Nash provided updates regarding occupancy, the Lee Walker Heights move, and vouchers. Occupancy rates are good. The Housing Authority employees and staff are working hard to keep all developments running smoothly. The Housing Authority is currently holding available units for the Lee Walker Heights resident transfers, so move-ins have decreased. We are currently right under the goal for the voucher program. We should have the final budget from HUD soon, and the numbers may change.

The work session ended at 4:55 pm.

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

Chair Isaac Lewis called the regular meeting of the Board of Commissioners to order at **5:02 pm on Wednesday, June 27, 2018** at the **Asheville Housing Authority Central Office, 165 S. French Broad Ave., Asheville, NC 28801**. The following Commissioners were present: Chair Lewis Isaac, Vice Chair Cassandra Wells, Member Jennifer Pickering, Member Raynetta Waters, and Member Bruce Kennedy.

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

**Bruce Kennedy** made a motion, seconded by **Jennifer Pickering**, to approve the minutes. The Commissioners unanimously approved the minutes of **May 23, 2018**.

#### **IV. Bills and Communications**

Gene Bell shared pictures of an event that the Asheville Police Department hosted for Lee Walker Heights afterschool program participants; a pizza party and trip to see an Asheville Tourist game.

Gene Bell announced that he along with Robert Hooper and Sheri Guyton went around to the developments the past 2 weeks and met with the residents about the new Smoke-Free Housing policy. Sheri Guyton shared that Ms. Karen Caldwell, our regional Health Policy/Tobacco Prevention Coalition Coordinator, attended the meetings to inform the residents about the dangers of second hand smoke and residuals. The guest speaker also informed residents about programs to assist with quitting smoking.

#### **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 explained that they have 63 units on hold for Lee Walker Heights resident transfers, so there were decreased move-ins. She introduced a new employee, Stephen Blount, Intake Specialist in the Resident Selection department.

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

Brandy Woodard reported monthly Asheville Housing Voucher report submitted with the board packet. Brandy announced that the Landlord Portal was up and running. She also shared that the Housing Choice Voucher Program received a score of 97 on their SEMAP, so Asheville Housing continues to be recognized by HUD as a High Performer.

##### **c) Family Self-Sufficiency**

Shaunda Sandford presented the monthly Family Self-Sufficiency report submitted with the board packet. She announced that one Lee Walker Heights resident recently closed on a home in Eastview and another Lee Walker Heights resident is scheduled to close on an Eastview condo in July. Shaunda announced that Eric Robinson was accepted into the Leadership Asheville program through UNCA.

Robert Butler presented the FSS updates. He shared photographs from the Community Engagement Social in Pisgahview, Juneteenth, and Father's Day events. All the events were successful and well attended.

Karolina Hopkins reported on an event held in Deaverview by the Asheville Humane Society. The Human Society received a grant from PetSmart to provide services to the pets of Deaverview residents. These services will be expanded to other developments as well; Hillcrest and Pisgahview.

d) **Financial Report**

Gene Bell presented the monthly financial report as submitted with the board packet. He explained that in North Asheville the utilities and maintenance expenses were higher due to work being done in the development. Overall the agency continues to maintain a healthy position financially. We had good turn around and occupancy rates.

e) **Residents Council Report**

Shuvonda Harper reported that My Community Matters program is underway for the summer. They have 26 youth enrolled in the program between the ages of 12 and 15 years old. J.D. Chicken Shack serves the food. They meet in the Edington Center Community room. The kids have been on field trips and enjoyed creating artwork.

f) **Edington Center Report**

Shuvonda Harper reported for the Edington Center. She reported that 60 pounds of food was harvested from the garden. They are working on creating herb packs. She announced that the Edington Center received funding from the city for an auditorium for the center. David Nash announced that the Edington Center did not receive the county funding for the auditorium. However, they plan to still begin renovations on the auditorium and get as much done as current funding will allow. Shuvonda shared that Chef Hanan has hosted preservation and canning classes for Asheville Housing residents at the Edington Center.

g) **Property Management Report**

Robert Hooper presented the Property Management Report. He shared updates and information regarding Pisgahview. He announced that the main office for the development has moved into the 16 Building. The previous community building has been converted to use by several community groups. Allison Smith introduced a couple of residents and children that have participated in some of the activities being held in the development, as well as participated in the summer youth program. The residents are enjoying all of the summer activities.

**VI. New Business**

**1. Authorization for the Chair to execute a Certificate of Completion and Termination of Certain Conditions, Restrictions, Limitations, Reservations and Exceptions, in connection with Mountain Springs Apartments.**

Djuana Swann explained that in 1994 the Housing Authority deeded property over to Mountain Springs. The deed had restrictions and conditions. Mountain Springs had to make some improvements to the property. Upon completion of the renovations, the Housing Authority was supposed to issue a Certificate of Completion, but this inadvertently did not happen. Mountain Springs Apartments is requesting that the Housing Authority record the Certificate of Completion since the improvements to the property have been completed. Some conditions remain on the property, including deeds of trust securing repayment of long term loans made by the Housing Authority in connection with that development.

**Bruce Kennedy** made a motion, seconded by **Cassandra Wells** to authorize the Chair to execute a Certificate of Completion and Termination of Certain Conditions, Restrictions, Limitations, Reservations and Exceptions, in connection with Mountain Springs Apartments,

The Board voted as follows:

AYE

NAY

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

**VII. Unfinished Business**

None.

**VIII. Public Comment**

None.

**IX. Adjournment**

There being no further business to come before the Board, the meeting adjourned at 5:49 pm. The next meeting will be held at the Deaverview Apartments, 275 Deaverview Road, Asheville, NC 28806 on Wednesday, July 25, 2018.

  
\_\_\_\_\_  
Lewis Isaac, Chair

ATTEST:

  
\_\_\_\_\_  
Gene Bell, Secretary