

## Asheville Housing Authority Commission Meeting Minutes June 26, 2019

### **I. Work Session**

The work session was held at the Central Office starting at 4:11 pm. The following Commissioners were present: Vice Chair Cassandra Wells, Member Jennifer Pickering, Member Raynetta Waters, and Member Bruce Kennedy.

Vice Chair Cassandra Wells called the meeting to order. David Nash opened a conversation among the board members about how to proceed with re-assigning board member roles following the passing of Chair Lewis Isaac. The board members observed a moment of silence in remembrance of Mr. Isaac. David Nash provided an overview of the roles of the board members. The board members agreed that Vice Chair Cassandra Wells would assume the role of Chair, and Member Raynetta Waters would assume the role Vice Chair. The board will vote to approve these nominations during the regular meeting.

The board members discussed agenda item #3; approval of resolution no. 2019-7 to ratify the appointment of David Nash as Executive Director and appoint him as the Authority's Secretary consistent with N.C.G.S. 157-5(e), effective July 1, 2019. David explained the transition of leadership process, and the requirements outlined in N.C.G.S. 157-5(e).

The board members decided to have a closed session to discuss a personnel matter. The closed session began at 4:33 pm and ended at 4:54 pm.

The board members discussed agenda item #4; changing the regular meeting schedule to start the work session at 5:00 pm and the regular meeting at 6:00 pm, beginning with the July 24, 2019 meeting and continuing thereafter. This change in the schedule will allow for the board meetings to be more accessible for all to attend, and will fit better with all board members schedule.

Shaomin Li discussed agenda item #5; approval of a 2019 operating budget amendment for Lee Walker Heights. She explained that a budget amendment is necessary because we now project that the construction process will begin in August rather than the original planned date of April. This means the budget needs to be amended for 8 months of expenses to be in line with the revenue and expenses.

Julie Mayfield shared a discussion being held by the city council around gun violence and crime. She feels that the city and the Housing Authority should collaborate to address the concerns in the community.

The work session ended at 5:04 pm.

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

Vice Chair Cassandra Wells called the regular meeting of the Board of Commissioners to order at **5:09 pm on Wednesday, June 26, 2019** at the **Asheville Housing Authority Central Office, 165 S. French Broad Avenue, Asheville, NC 28801**. Teresa Jenkins conducted the roll call. The following Commissioners were present: Vice Chair Cassandra Wells, Member Raynetta Waters, Member Jennifer Pickering, and Member Bruce Kennedy.

**III. Moment of Silence to Honor the Late Lewis Isaac**

Cassandra Wells asked that the board observe a moment of silence in honor of the late Lewis Isaac. In remembrance of Lewis, the board members shared their devastation in the loss of their colleague, while others shared fond memories of Lewis.

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

**Jennifer Pickering** made a motion, seconded by **Bruce Kennedy**, to approve the minutes. The Commissioners unanimously approved the minutes of **May 22, 2019**.

**V. Bills and Communications**

Gene Bell announced that due to the untimely loss of Chair Lewis Isaac he decided to postpone his retirement celebration until July; more information will be sent out regarding the date/time.

David Nash announced that Gene Bell would receive the Bennie Lake Community Service Action Award at the Reality Check Conference on June 28, 2019.

**VI. 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 93% occupied. There were 103 units that were on rehab/hold status, 40 units being prepared for leasing, 11 ready for leasing, and 32 move-ins. The average turnaround days per unit was 23 days. She reported that the turnaround days in Southside were a little high because they are working through a backlog of vacancies.

**b) Asheville Housing Vouchers**

Brandy Woodard reported the monthly Asheville Housing Vouchers report as submitted with the board packet. There are a total of 3235 vouchers, 2856 available to lease, 2780 leased, 76 available, and 127 assigned/looking. There were 2 mobility moves, 27 move-ins, 26 move-outs, 238 inspections, and 187 re-exams. Brandy reported that the HCV program was awarded an additional \$3 million from HUD this year. David Nash explained that housing was working on a plan to expand our landlord outreach and lease more tenant-based units.

c) **Family Self-Sufficiency**

Shaunda Sandford reported the monthly Family Self-Sufficiency report as submitted with the board packet. Gene Bell shared that the Housing Authority collaborated with other community groups to send 88 youth to the Kids Across America conference in Missouri. There will be another 98 kids sent to the same conference on July 14, 2019.

d) **Financial Report**

Shaomin Li presented the monthly financial report as submitted with the board packet. She reported that expenses were high because there were 3 payrolls in May. There was a net loss agency wide, however the year-to-date revenues and expenses were in line with the budget as the previous month. She explained that the initial Lee Walker Heights pre-construction budget was approved to cover 3 months of expenses with construction set to begin in April. However, since this date has changed the budget will need to be amended to account for the additional months. Overall, the agency is still in good financial standing.

e) **Residents Council Report**

No Report.

f) **Edington Center Report**

No Report.

g) **Property Management Report**

Robert Hooper provided an overview of the fire that damaged a building in Deaverview, and reported on the status of the residents impacted by the fire, who have all be relocated.

He also reported that the paving in Hillcrest is complete and shared pictures of the new roads throughout the development.

**VII. New Business**

**1) Election of a new Board Chair to replace the late Lewis Isaac.**

The members of the Board agreed that Cassandra Wells should assume the role of Chair.

**Raynetta Waters** made a motion, seconded by **Bruce Kennedy** to elect Cassandra Wells as the new Board Chair to replace the late Lewis Isaac.

**AYE**

The Board voted as follows:

Ms. Cassandra Wells

Ms. Raynetta Waters

Mr. Bruce Kennedy

Ms. Jennifer Pickering

**NAY**

**2) Election of a new Board Vice Chair**

The members of the Board agreed that Raynetta Waters should assume the role of Vice-Chair.

**Jennifer Pickering** made a motion, seconded by **Bruce Kennedy** to elect Raynetta Waters as the new Board Vice-Chair.

**AYE**

**NAY**

The Board voted as follows:

Ms. Cassandra Wells

Ms. Raynetta Waters

Mr. Bruce Kennedy

Ms. Jennifer Pickering

**3) Approval of Resolution No. 2019-7 to ratify the appointment of David Nash as Executive Director and appoint him as the Authority's Secretary consistent with N.C.G.S. 157-5(e), effective July 1, 2019.**

David Nash explained that this resolution is needed to document his appointment as Executive Director, and makes clear that he serves as Secretary of the Board, a non-voting role, consistent with N.C.G.S. 157-5(e).

**Bruce Kennedy** made a motion, seconded by **Raynetta Waters** to approve Resolution No. 2019-7 to ratify the appointment of David Nash as Executive Director and appoint him as the Authority's Secretary consistent with N.C.G.S. 157-5(e), effective July 1, 2019.

**AYE**

**NAY**

The Board voted as follows:

Ms. Cassandra Wells

Ms. Raynetta Waters

Mr. Bruce Kennedy

Ms. Jennifer Pickering

**4) Approval of a change in the regular meeting schedule to start the Work Session at 5:00 pm and the Regular Meeting at 6:00 pm, beginning with the July 24, 2019 meeting and continuing thereafter.**

David Nash explained that this change was needed to increase accessibility for those wanting to attend the board meetings and to ensure that all board members can attend the work session each month.

**Raynetta Waters** made a motion, seconded by **Bruce Kennedy** to approve changing the regular meeting schedule to start the Work Session at 5:00 pm and the Regular Meeting at 6:00 pm, beginning with the July 24, 2019 meeting and continuing thereafter.

AYE

NAY

The Board voted as follows:

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

**5) Approval of 2019 Operating Budget Amendment for Lee Walker Heights.**

Shaomin Li explained that we need to make changes to the budget to cover January – August costs for Lee Walker Heights, including replacement reserve deposits, now that the construction is set to begin in August.

**Bruce Kennedy** made a motion, seconded by **Jennifer Pickering** to approve amending the 2019 Operating Budget for Lee Walker Heights.

AYE

NAY

The Board voted as follows:

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

**VIII. Unfinished Business**

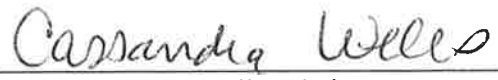
None

**IX. Public Comment**


Cassandra Wells inquired about the possible purchase of a new bus for the Housing Authority and community use. Staff will research the cost of a new bus.

**X. Adjournment**

There being no further business to come before the Board, the meeting adjourned at 5:46 pm. The next meeting will be held on July 24, 2019 at Arthur R. Edington Center, 133 Livingston Street, Asheville, NC 28801 at 6:00 pm.

  
Cassandra Wells, Chair

ATTEST:

  
David Nash, Secretary

