



## **Asheville Housing Authority Commission Meeting Minutes September 26, 2018**

### **I. Work Session**

The work session was held at the Central Office starting at 4:03 pm. The following Commissioners were present: Chair Lewis Isaac, Vice Chair Cassandra Wells, Member Raynetta Waters, Member Jennifer Pickering and Member Bruce Kennedy.

Chair Lewis Isaac opened the work session with a special presentation. Allison Smith, Site Manager for Pisgah View Apartments and Chief Hooper with the Asheville Police Department presented several youth with “Model Citizen” awards, gift cards and gift bags to acknowledge and thank them for their excellent decision-making skills when faced with a difficult situation. The youth reported that they were outside playing when they found a case of guns behind a building. The kids reported the finding to the Site Manager and APD confiscated the weapons.

David Nash presented the initial agenda item; Annual PHA Plan. He explained that this is our annual public hearing. It gives us an opportunity to review our progress toward goals and objectives established every five years. The Housing Authority met the following goals this past year; moving forward with the Lee Walker Heights project and preparing for the final stages, continuing our collaboration with community partners regarding homelessness, continuing our efforts to address transportation in our developments, and developing a partnership with GO and AB Tech to provide training for individuals to assist with construction job training and placement.

Gene Bell discussed the second agenda item; approval of 2018 contact rent inflation adjustments for four RAD properties effective December 1, 2018, based on the annual HUD Operating Cost Adjustment Factor (OCAF). He explained that this adjustment is made annually. Contract rents increased by 2.1%. Lewis Isaac clarified that this inflation will affect the subsidy but not the tenant share of rent, because for most tenants that is still based on their income. This OCAF adjustment will only impact those whose incomes are high enough that they are paying the full contract rent without a subsidy, and these rents are still a bargain for them compared to market. David reminded everyone that one reason we converted to RAD was to have a steadily increasing revenue stream based on these inflation adjustments, and Shaomin Li pointed out that we need to make the increases each year to keep up with cost inflation.

David Nash discussed the third agenda item; approval to transfer \$150,000 in issuer fees earned from the Ledgewood Village bonds to Asheville Housing Development, Inc. for

investment in the Lee Walker Height redevelopment project. David explained that the Housing Authority earned \$150,000 from the Ledgewood Village bonds. The Housing Authority is requesting to transfer the money to contribute to the \$2.9 million currently set aside for the Lee Walker Heights redevelopment.

David Nash discussed the fourth agenda item; approval to distribute 75% of 2017 surplus cash funds from the Housing Authority's RAD properties. David explained that each year we look at revenue, expenses and net income. Cash reserves at the end of any fiscal year above a certain minimum amount are considered surplus cash and can be distributed from the properties for flexibility in future strategic investments. This annual distribution will be reserved for the Lee Walker Heights project.

David Nash discussed the fifth agenda item; approval to hold those 2017 surplus cash distributions from the RAD properties, and distributions from Asheville Terrace and Woodridge Apartments, in a strategic investment reserve for potential funding needs resulting from the Lee Walker Heights redevelopment. Cindy Weeks from Mountain Housing Opportunities (MHO) thanked the board for including MHO in the Lee Walker Heights redevelopment project. She explained that they have done a lot to keep the budget, however we are now moving toward permanent loan closing.

Gene Bell reviewed the final agenda item; approval of Resolution 2018-2, establishing a temporary admission preference for Public Housing Agency residents displaced by Hurricane Florence. Gene explained that we have historically been a refuge for individuals affected by natural disasters. He expressed a need to help those displaced by Hurricane Florence.

The work session ended at 4:53 pm.

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

Chair Isaac Lewis called the regular meeting of the Board of Commissioners to order at **5:15 pm on Wednesday, September 26, 2018** at the **Pisgah View Apartments, 1 Granada Street, Asheville, NC 28801**. Teresa Jenkins conducted the roll call. The following Commissioners were present: Chair Lewis Isaac, Vice Chair Cassandra Wells, Member Raynetta Waters, Member Jennifer Pickering 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 **August 22, 2018**.

## **IV. Bills and Communications**

Gene Bell asked Allison Smith, Site Manager for the Pisgah View Apartments to introduce her staff members.

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

a) **Asheville Housing Properties**

Noele Tackett reported the monthly Asheville Housing Properties occupancy report submitted with the board packet. All developments met their unit turnaround goals for the month.

b) **Asheville Housing Vouchers**

Brandy Woodard reported the monthly Asheville Housing Voucher report submitted with the board packet. She shared that the Voucher Programs are holding steady.

c) **Family Self-Sufficiency**

Corry Hyde presented the monthly Family Self-Sufficiency/Homeownership report submitted with the board packet. He reported that they have 21 new participants, 6 new escrow accounts, 1 participant closed on a home, and 5 more are expected this month and next.

d) **Financial Report**

Shaomin Li presented the monthly financial report as submitted with the board packet. She reported that RAD and maintenance expenses increased due to bed bug treatments, tree removal, and LED lighting replacement. She shared that we will see to amend the budget before year end to ensure that budget line items cover the actual expenses.

e) **Residents Council Report**

India Pearson reported for the Residents Council. She expressed the Resident Council's thankfulness for the ability to partner with the Housing Authority and expand their unit clean-outs and curbside trash business.

f) **Edington Center Report**

Shuvonda Harper reported for the Edington Center. She shared that the Community Garden would be undergoing a redesign to include small changes to make the garden more inviting; such as raised beds, seating area with benches and chairs, bird feeders, and an artistic centerpiece. The beautification project will be completed with grant funding. A grant for public arts funding will be used to complete artwork to commemorate Lee Walker Heights for the garden. On October 5<sup>th</sup> – 7<sup>th</sup>, 2018, auditions will be held at the Edington Center for a black nativity show in an effort bring performing arts back to the Edington Center.

g) **Property Management Report**

No report.

**VI. New Business**

**1) Public Hearing on 2019 Annual PHA Plan, and approval to submit the PHA Plan to HUD**

Chair Lewis Isaac opened the public hearing at 5:35 pm. David Nash explained that we are required to update this plan annually with an opportunity to discuss progress toward meeting our long term goals and objectives. David also met with the Residents Advisory Board (Resident Council) to discuss the plan and answer their questions, and specific action items related to those comments are outlined in the document. Among other things, the residents would like more supportive services for residents; including a cooperative child care center. Some County Commissioners are also interested in expanding childcare opportunities and we may be able to locate available space in one of the Head Start Centers we own.

No public comments were made and the public hearing closed at 5:39 pm.

**Bruce Kennedy** made a motion, seconded by **Raynetta Waters** to approve the 2019 Annual PHA Plan, and approval to submit the PHA Plan to HUD.

The Board voted as follows:

AYE

NAY

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

**2) Approval of 2018 contract rent inflation adjustments for four RAD properties effective December 1, 2018, based on the annual HUD Operating Cost Adjustment Factor (OCAF).**

Gene Bell shared that the HUD OCAF allows a 2.1% increase in contract rents across the board. For residents on the income based rent, this change will not affect the tenant share of the rent, just the housing assistance payment.

**Raynetta Waters** made a motion, seconded by **Bruce Kennedy** to approve the 2018 contract rent inflation adjustments for four RAD properties effective December 1, 2018, based on the annual HUD Operating Cost Adjustment Factor (OCAF).

The Board voted as follows:

AYE

NAY

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

**3) Approval to transfer \$150,000 in issuer fees earned from the Ledgewood Village bonds to Asheville Housing Development, Inc. for strategic investment in the Lee Walker Heights redevelopment project.**

David Nash explained that we issued the bonds to help with the Ledgewood Village rehab project. The Housing Authority received an issuer fee of \$150,000. We are requesting to transfer these funds for the Lee Walker Heights project to fill out our initial commitment of \$2,900,000.

**Bruce Kennedy** made a motion, seconded by **Cassandra Wells** to approve the transfer \$150,000 in issuer fees earned from the Ledgewood Village bonds to Asheville Housing Development, Inc. for strategic investment in the Lee Walker Heights redevelopment project.

The Board voted as follows:

AYE

NAY

Mr. Lewis Isaac

Ms. Cassandra Wells

Ms. Raynetta Waters

Ms. Jennifer Pickering

Mr. Bruce Kennedy

**4) Approval to distribute 75% of 2017 surplus cash funds from HACA's RAD properties.**

David Nash explained that every year we are allowed to take a distribution of surplus cash to a long term strategic investments fund.

**Bruce Kennedy** made a motion, seconded by **Raynetta Waters** to approve the distribution of 75% of 2017 surplus cash funds from HACA's RAD properties.

The Board voted as follows:

AYE

NAY

Mr. Lewis Isaac

Ms. Cassandra Wells

Ms. Raynetta Waters

Ms. Jennifer Pickering

Mr. Bruce Kennedy

**5) Approval to hold those 2017 surplus cash distributions from the RAD properties, and distributions from Asheville Terrace and Woodridge Apartments, in a strategic investment reserve for potential funding needs of the Lee Walker Heights redevelopment project.**

David Nash explained that due to a number of factors the budgets have increased for the Lee Walker Heights redevelopment project. We have other funding sources that we

will pursue, however we need additional reserves that we can commit to the project in case those other funds do not come through. In addition to the RAD distribution approved in item 4, the Housing Authority received distributions from Asheville Terrace and Woodridge properties, and we would like to reserve all these funds for Lee Walker Heights.

**Bruce Kennedy** made a motion, seconded by **Jennifer Pickering** to approve holding the 2017 surplus cash distributions from the RAD properties, and distributions from Asheville Terrace and Woodridge Apartments, in a strategic investment reserve for potential funding needs of the Lee Walker Heights redevelopment project.

The Board voted as follows:

AYE

NAY

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

**6) Approval of Resolution No. 2018-2, establishing a temporary admissions preference for Public Housing Agency residents displaced by Hurricane Florence.**

Gene Bell explained that historically when there are storms, the Housing Authority will give preference to hurricane victims. If we receive requests, we will help to house families with this temporary preference as quickly as possible.

**Bruce Kennedy** made a motion, seconded by **Raynetta Waters** to approve Resolution No. 2018-2, establishing a temporary admissions preference for Public Housing Agency residents displaced by Hurricane Florence.

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**

Allison Smith, Site Manager for Pisgah View announced an upcoming ribbon cutting for the new dog park. She also announced that the kitchen in the community room was recently completed.

**IX. Adjournment**

There being no further business to come before the Board, the meeting adjourned at 5:51 pm. The next meeting will be held at Asheville Housing Authority Central Office, 165 S. French Broad Ave., Asheville, NC 28801 on Wednesday, October 24, 2018 at 5:00 pm.



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

ATTEST:



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

