



**Asheville Housing Authority**  
**Regular Meeting of the Board of Commissioners**  
**August 26, 2020, 6:00 p.m.**  
**Central Office, 165 S. French Broad Ave., Asheville, NC 28801**

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*The mission of the Asheville Housing Authority is to provide safe, quality, and affordable housing, to expand available resources, and to collaborate with the community to create opportunities for resident self-reliance and economic independence.*

*Our core values are Compassion, Equity, Fairness, Integrity, Openness, Patience and Respect.*

**Commissioners:**

Cassandra Wells, Chair  
Jennifer Pickering, Vice Chair  
Tilman Jackson, Member  
Gene Bell, Member  
Amy Kemp, Member

**Agenda Topics**

▪ **Call to Order**

<b>Roll Call</b>	<b><u>Present</u></b>	<b><u>Absent</u></b>
Cassandra Wells, Chair	_____	_____
Jennifer Pickering, Member	_____	_____
Tilman Jackson, Member	_____	_____
Gene Bell, Member	_____	_____
Amy Kemp, Member	_____	_____

▪ **Approval of the July 22, 2020 Meeting Minutes**

▪ **Bills and Communications**

▪ **Report of the Secretary**

- Asheville Housing Properties
- Asheville Housing Vouchers
- Family Self Sufficiency
- Financial Report
- Coronavirus Response Update
- Edington Center
- Residents Council
- Property Management

▪ **New Business**

1. Process for Reviewing Board of Commissioners Applications for to the Mayor.

Motion \_\_\_\_\_ Second \_\_\_\_\_

2. RAD Contract Rent Inflation Adjustment 2020.

Motion \_\_\_\_\_ Second \_\_\_\_\_

3. Potential Exercise of Right of First Refusal to Purchase 98 Eastview Avenue.

Motion \_\_\_\_\_ Second \_\_\_\_\_

▪ **Unfinished Business**

1. Potential Collaboration with the PEAK Academy to Identify a Charter School Location on or near HACA Property.

Motion \_\_\_\_\_ Second \_\_\_\_\_

▪ **Public Comment**

▪ **Adjournment**

**Work Session**

The Commissioners will hold a work session at **5:00 PM** in the Board Room at 165 S. French Broad Ave, Asheville, NC 28801. The work session is open to the public.

Topics: Review of Agenda Items



## **Asheville Housing Authority Commission Meeting Minutes July 22, 2020**

### **I. Work Session**

The work session was held at the Central office, facilitated by Zoom because of the COVID-19 crisis, starting at 5:03 pm. The following Commissioners were present: Chair Cassandra Wells, Tilman Jackson, Gene Bell, Amy Kemp, and Jennifer Pickering. Chair Cassandra Wells called the work session to order.

David Nash discussed agenda item #1; election of Vice Chair of the Board of Commissioners. David encouraged the board members to discuss and decide on a Vice Chair appointment. David provided a brief overview of the Vice Chair role. Gene shared that previously it was the board members with most tenure, which would be Jennifer Pickering. The board members agree that Jennifer Pickering should be the Vice Chair nominee. Jennifer Pickering expressed that she is happy to be the Vice Chair, but feels if a situation arises where the Chair position is available her preference would be to have a person of color and/or someone that lived or lives in housing.

Brandy Woodard discussed agenda item #2; ratification of CARES Act regulatory waivers allowed by HUD and approved by the Executive Director. HUD released additional waivers under the CARES Act that we are going to adopt; the ones we are adopting are related to HQS inspections; waiving inspections until Dec. 31<sup>st</sup> or a year out from the last inspection.

David Nash discussed agenda item #3; approval of an amended procurement policy for the Housing Authority of the City of Asheville. He explained HUD has increased the limit on small and micro purchases; the difference is the bidding process for purchases; for small purchases we have to get 3 quotes and 1 for micro purchases. This is just to updated our current purchasing policy to bring it up-to-date.

David Nash shared that the staff from the PEAK Academy requested to present to the board regarding agenda item #4; consideration of authorization to collaborate with PEAK Academy to identify Charter School locations on or near HACA property.

David Nash introduced agenda item #5; follow-up regarding amending board member appointment policies and procedures. David explained that Tilman Jackson had requested that a plan be developed and implemented regarding how board members would be appointed to serve on the Board of Directors for the Housing Authority. He would like to gain further input from the board members in order to help draft the guidelines for their

approval. Tilman Jackson stated that he feels board member nominees need to be collectively discussed and interviewed prior to appointment. Cassandra Wells agreed and stated that going forward the process would be that the board members would collectively review the candidates and conduct interviews of the candidates. David Nash or Teresa Jenkins will ensure that board seat openings are included on meeting agendas prior to the expiration of a board members term. The Board Chair suggested that applications for membership be collected in advance in order for the board to have a pool of applicants to consider. Julie Mayfield shared that nominee application for board positions remain on file with the city. David will prepare a policy for the board to approve.

David asked that board members to review the last page of their packet and provide feedback. The Board Chair asked Shaunda Sandford for an update regarding plans to reopen school and distance learning. Shaunda explained that the plan is to have internet stations on school buses and take them into communities or to work with David and maintenance to place internet zones for the kids in each development.

Julie Mayfield announced that the Forestry Commission is interested in doing some tree planting in lower income communities. If we are interested, we should contact Dawn at Asheville Greenworks.

Work Session ended at: 6:05 pm.

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

Chair Cassandra Wells called the regular meeting of the Board of Commissioners to order at **6:05 pm on Wednesday, July 22, 2020** at the Central Office, 165 S. French Broad Ave., Asheville, NC 28801. The meeting was facilitated via a Zoom Meeting due to COVID-19. Housing Authority staff were on-site to ensure participation by any interested member of the public. Teresa Jenkins conducted the roll call. The following Commissioners were present: Chair Cassandra Wells, Member Tilman Jackson, Member Amy Kemp, Member Gene Bell and Member Jennifer Pickering.

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

**Amy Kemp** made a motion, seconded by **Jennifer Pickering**, to approve the minutes. The Commissioners unanimously approved the minutes of **June 24, 2020**.

### **BOARD MEMBERS**

Ms. Cassandra Wells  
Ms. Amy Kemp  
Ms. Jennifer Pickering  
Mr. Tilman Jackson  
Mr. Gene Bell

### **VOTE**

Aye  
Aye  
Aye  
Aye  
Aye

## **IV. Bills and Communications**

David Nash announced the LWH project is still ahead of schedule; working on some interiors now and continuing with exteriors. By this time next year, it should be open. We

have an eviction moratorium that ends next week, but it doesn't mean that we will start evicting but will help work with folks to catch up their accounts. HUD is not waiving a tenant's portion of the rent. We will send out 30-day notices but the goal is not to evict anyone. We continue to make rent adjustments for folks who qualify due to loss of a job or other income. The numbers are pretty significant as far as lost income; our resident have roughly lost \$3.3 million dollars income. We put a scaffold at Woodfin apartments because pieces fell off and are working on developing architect and engineering plans to address structural weakness in the building exterior. We completed a similar project at Altamont about 5 years ago.

## **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 they ended the month 97% occupied. There were 22 units that were on rehab/hold status, 29 units being prepared for leasing, 3 ready for leasing, and 18 move-ins. The total vacancy days were 646 with an average turn around per unit of 36 days. Bartlett Arms had higher average turnaround days due to a unit being used for a displaced family. Hillcrest has 6 units that are close to being completed; window repairs will be completed this week.

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

Brandy Woodard provided a brief overview of the voucher program. She reported the monthly Asheville Housing Vouchers report as submitted with the board packet. There are a total of 3262 vouchers, 3221 available to lease, 2815 leased, 438 available, and 85 assigned/looking. In June, there were 5 mobility moves, 23 move-ins, 15 move-outs, 173 inspections, and 205 re-exams.

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

Shaunda Sandford reported the monthly Family Self-Sufficiency report as submitted with the board packet. She reported that they have 268 participants in the program and 170 escrow accounts. There were 2 new FSS participants enrolled in June. For homeownership, there have been no changes for June; still have families waiting to close on homes. There have been delays in the closing process due to COVID-19.

### **d) Financial Report**

Tom Good reported the financial report as submitted with the board report. He reported that there was a continuation from last month; looks good; We have been deferring routine maintenance items due to COVID-19, so maintenance costs are lower than projected; the tenants' portion of the rent is changing in the properties, also due primarily to COVID related job losses. Southside had some utility issues and had been double billed, which has been worked out. Overall, the expenses are in line with the budget.

HCV expenses are up somewhat due to COVID related job losses; lag in money recovery. We recently started audit work and are in the preliminary stages. Cassandra Wells inquired about COVID related expenses; Tom explained that these line items

are costs related to COVID. She also inquired about the fund balance, which Tom explained is basically a savings account that has carried over from other years for future expenditures. Amy Kemp suggested having a special session regarding budget review. The Board Chair Wells requested that Amy be provided with a copy of the strategic plan and David agreed to send that to her.

**e) Coronavirus Update**

Tara Irby reported on the Coronavirus response updates presented with the board packet. We been internally discussing what students may need as they get ready to go back to school; HQS inspections, and started meeting with Managers weekly to get insight and share info with them. We have also included testing numbers from the community testing sites that were in our developments; started stocking supplies for reopening our offices when the Governor announces phase 3. The Board Chair asked how many people tested positive, and David and Tara explained that Buncombe County does not release that information to us because of HIPAA privacy requirements. The weekly wellness calls we make to residents helps us get voluntary information regarding their status, see how their doing and hear about and respond to their needs. If we do learn of a positive case, or a family being quarantined due to possible exposure, we offer meals from the kitchen to all members of the family. In a recent positive report we received from one resident in Aston Tower, because of the potential for close contact in the hallways and elevators, we notified all residents to encourage them to take appropriate precautions: wear masks, wait 6 feet apart, and wash hands frequently.

**f) Residents Council Report**

Shuvonda Harper reported that My Community Matters started this month. There are 12 participants with 10 steady each day; doing outdoor projects; working on raised beds with Mr. Harris and planting more plants. My Community Matters is also working with FSS to help prepare bags with COVID information and stress relief items. Shuvonda shared that she is working on getting voting information disseminated and will also working with Robert Hooper to assist with US Census outreach efforts.

**g) Edington Center Report**

Shuvonda Harper reported that we are preparing Edington Center for reopening; getting safety equipment such as masks, hand sanitizer, and gloves for those entering the building. The kitchen and garden continue to thrive.

**h) Property Management Report**

Robert Hooper presented on community policing as presented with the packet. The APD Housing Team, as requested by the Board at their last meeting, has been working in Hillcrest to address the parking issues and concerns. The Housing Authority has been working to remove graffiti form our premises, especially anything derogatory toward law enforcement. The new cameras recommended by the Board Chair will be installed next week. In Klondyke, staff met with APD about speed counters to address speeding and safety issues. Additionally, we will be meeting with

Duke Energy to ensure the basketball courts have adequate lighting. In Pisgah View, we had calls from residents and neighbors about fireworks; one individual has been cited for throwing mortar style fireworks at our buildings. Robert met with Keynon Lake, Gene and David regarding violence on our properties; his kids are shaken up by the threats of violence, so the APD Housing Team leader will meet with that group next week. Robert shared some initial statistics regarding crime in Hillcrest and agreed to bring more details to the next meeting. The Board Chair requested that we address concerns on the property in Hillcrest such as abandoned cars, playground condition (painted equipment and mulching), and trash on the property. Robert agreed to address those concerns with Hillcrest site staff.

Sheri Guyton reported that all properties continue conducting wellness calls to residents and they have been walking properties to get them cleaned and in better condition. The major project started last year to replace all windows in Altamont has been completed.

Tilman Jackson showed his appreciation for the staff reports, and for the APD report given by Robert Hooper. He encouraged continued efforts at holding one another accountable and working to make improvements for our communities.

## **VI. New Business**

### **1) Election of Vice Chair of the Board of Commissioners**

The Board Chair explained that the Board met in work session to discuss the Vice Chair opening, and to be consistent with past practice, the Board decided to nominate the next most experienced Board member, Jennifer Pickering as the Vice Chair. Jennifer Pickering requested that it be on record that she accepts the nomination, with a contingency that should the Chair position become available, the board would consider other nominees than herself.

**Amy Kemp** made a motion, seconded by **Tilman Jackson** to elect Jennifer Pickering as the Vice Chair of the Board of Commissioners.

The Board voted as follows:

#### **BOARD MEMBERS**

Ms. Cassandra Wells  
Ms. Amy Kemp  
Ms. Jennifer Pickering  
Mr. Tilman Jackson  
Mr. Gene Bell

#### **VOTE**

Aye  
Aye  
Aye  
Aye  
Aye

**2) Ratification of CARES Act Regulatory Waivers Allowed by HUD and Approved by the Executive Director.**

Brandy Woodard explained that HUD has updated CARES Act waivers and included some extensions and we would like adopt waivers related to HQS inspections.

**Amy Kemp** made a motion, seconded by **Tilman Jackson** to ratify the CARES Act regulatory waivers allowed by HUD and approved by the Executive Director.

The Board voted as follows:

<b><u>BOARD MEMBERS</u></b>	<b><u>VOTE</u></b>
Ms. Cassandra Wells	Aye
Ms. Amy Kemp	Aye
Ms. Jennifer Pickering	Aye
Mr. Tilman Jackson	Aye
Mr. Gene Bell	Aye

**3) Approval of an Amended Procurement Policy for the Housing Authority of the City of Asheville.**

David Nash explained that this amendment will amend thresholds for small and micro purchases being made by the Housing Authority and help to speed up and facilitate the procurement process for those smaller purchases. The limits are consistent with allowed federal limits.

**Jennifer Pickering** made a motion, seconded by **Gene Bell** to approve the amended procurement policy for the Housing Authority of the City of Asheville.

The Board voted as follows:

<b><u>BOARD MEMBERS</u></b>	<b><u>VOTE</u></b>
Ms. Cassandra Wells	Aye
Ms. Amy Kemp	Aye
Ms. Jennifer Pickering	Aye
Mr. Tilman Jackson	Aye
Mr. Gene Bell	Aye

**4) Consideration of Authorization to Collaborate with the PEAK Academy to Identify a Charter School location on or near HACA Property.**

Tiffany Iheanacho and Joe Lordi with the PEAK Academy provided a presentation and overview to the board about the PEAK Academy and educational services in hopes to



partner with the Housing Authority to assist with closing the achievement gap in lower income communities.

The Board of Commissioners decided to schedule a meeting to further discuss the presentation and academy's request. This agenda item will be placed on next month's for voting purposes. Cassandra Wells requested a copy of the slide show for the board members to review.

**VII. Unfinished Business**

None.

**VIII. Public Comment**

Shuvonda Harper inquired if anyone had been contacted by the "JUST US" group in regards to restorative justice and alerted the Board and staff to concerns about the possible release from probation of the officer who was terminated and prosecuted for beating a HACA resident in 2018.

**IX. Adjournment**

There being no further business to come before the Board, the meeting adjourned at 8:04 pm. The next meeting will be held at 6:00 pm on August 26, 2020 at Asheville Housing Authority Central Office, 165 S. French Broad Avenue, Asheville, NC 28801.

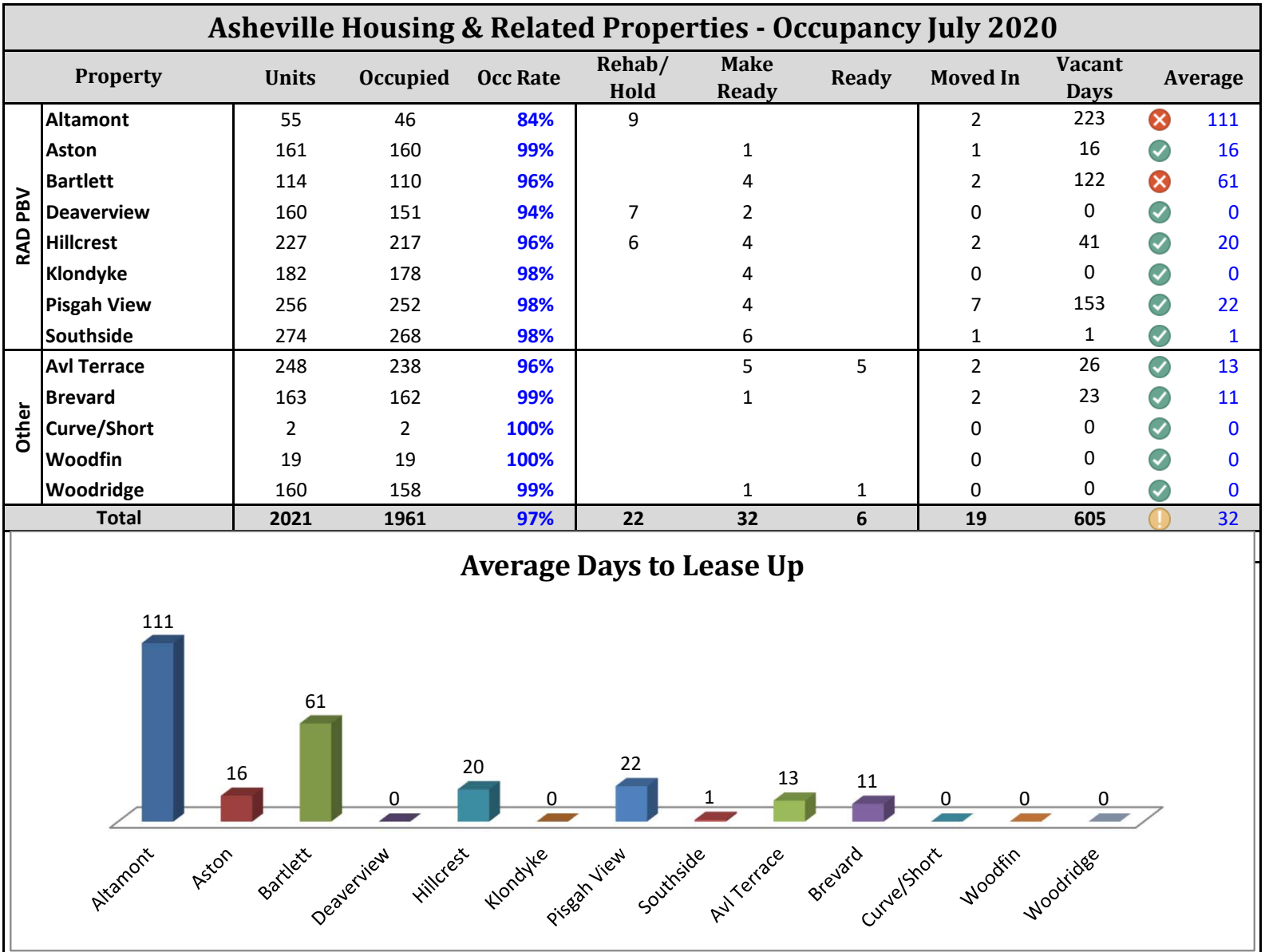
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Cassandra Wells, Chair

ATTEST:

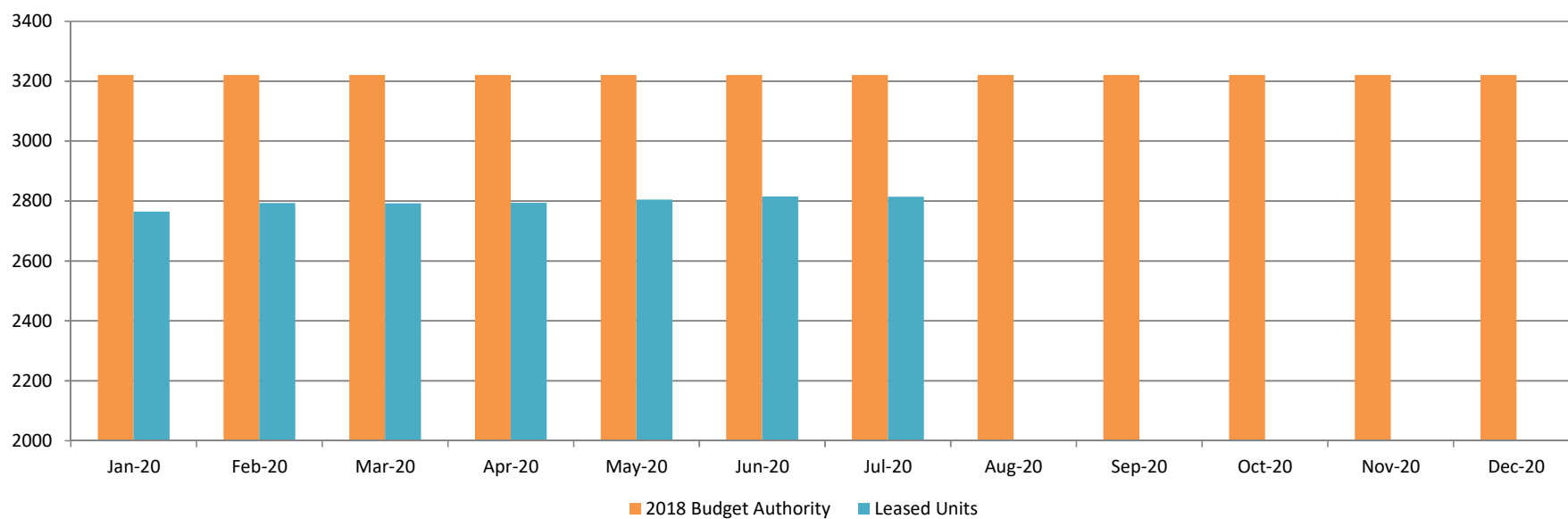
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David Nash, Secretary



Asheville Housing Vouchers - July 2020													
Lease-Up									Monthly Processes				
Voucher Program	Total Vouchers	Available to Lease	Leased	Occupancy Rate	Available	Assigned/ Looking	Mobility Moves		Moved In	Moved Out	Inspect	Re-Exam	
Project Based - RAD	1429	1391	1358	🟢 97.6%	33		0		12	6	19	83	
Project Based - LH	20	20	19	🟡 95.0%	1	1	0		1	1	3	1	
Tenant Based - VASH	341	337	304	🔴 90.3%	33	16	0		6	1	38	25	
Tenant Based - NED	75	74	68	🔴 91.8%	6	5	0		0	0	11	10	
Tenant Based - Mainstream	28	28	19	🔴 67.9%	14	3	0		0	0	0	0	
Tenant Based - Other	1369	1399	1046	🔴 74.8%	353	74	5		1	2	129	74	
Total HCVP	3262	3221	2814	🔴 87.4%	440	99	5		20	10	200	193	

Housing Choice Voucher - Annual Trends													
Program	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Average
2018 Budget Authority	3221	3221	3221	3221	3221	3221	3221	3221	3221	3221	3221	3221	3221
Leased Units	2765	2793	2792	2794	2805	2815	2814						
%	86%	87%	87%	87%	87%	87%	87%						
Wait List	1461	1763	1842	1548	894	1007	1239						
HAP Reserve	92,085	16,694	-13,210	176,191	103,134	36,634	(28,912)						



### Family Self-Sufficiency/Homeownership Report - July 2020

<b>Family Self-Sufficiency Program</b>	<b>Central AVL</b>	<b>Southside</b>	<b>West AVL</b>	<b>North AVL</b>	<b>Tenant-Based</b>	<b>Total</b>
Current FSS Participants	18	57	30	53	111	<b>269</b>
Established FSS Accounts	12	36	16	33	73	<b>170</b>
FSS Account Balances	\$31,398	\$162,414	\$48,265	\$144,929	\$427,868	<b>\$814,874</b>
Total Distributed since 01/2017						<b>\$308,834</b>
Graduates (Since 1/2017)						<b>39</b>
<b>Results and Updates this Month:</b>	<b>We have 2 new participants for the month of July, and no new escrow accounts.</b>					
<b>Homeownership Program</b>	<b>Central AVL</b>	<b>Southside</b>	<b>West AVL</b>	<b>North AVL</b>	<b>Tenant-Based</b>	<b>Total</b>
Current Homeownership Applicants	4	8	5	1	16	34
Completed Homebuyer Education	1	0	1	1	22	62
Completed All Prerequisites	0	1	1	1	20	23
Under Contract	0	0	1	1	2	<b>4</b>
New Homeowners (this month)	0	0	0	0	0	0
Total Current Homeowners						<b>63</b>
<b>Results and Updates this Month:</b>	<b>Awaiting closing dates from USDA on 3 participants under contract. 1 participant will be closing on a home through Habitat in October.</b>					

## HACA Revenue/Expense Summary July 2020

Property/Program	Current Month			Calendar Year to Date		
	Actual	Budget	Fav/(Unfav)	Actual	Budget	Fav/(Unfav)

### Central Asheville Properties

#### Operating Revenue

Tenant Rent	62,752	62,744	8	434,889	439,209	(4,320)
RAD HAP Subsidy	135,841	140,724	(4,883)	947,237	985,069	(37,832)
Vacancy Allowance	0	(6,104)	6,104	0	(42,729)	42,729
Other Revenue	3,271	7,623	(4,351)	39,375	53,358	(13,982)

Total Operating Revenue	201,864	204,987	(3,123)	1,421,501	1,434,907	(13,405)
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#### Operating Expenses

Administrative	31,133	34,127	2,994	223,436	238,887	15,451
Tenant Services	3,014	3,858	844	18,085	27,008	8,923
Utilities	31,844	30,245	(1,599)	222,701	211,715	(10,986)
Maintenance	74,602	80,573	5,970	500,940	564,008	63,068
Protective Services	7,329	8,000	671	51,491	56,000	4,509
COVID Related	10,293	0	(10,293)	18,953	0	(18,953)
Other Expenses	10,709	18,018	7,309	127,340	126,128	(1,212)

Subtotal Operating Expenses	168,924	174,821	5,896	1,162,947	1,223,746	60,799
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Capital Outlays	0	0	0	425	0	425
Replacement Reserve Deposit	32,750	32,750	0	229,250	229,250	0

<b>Net Revenue</b>	<b>190</b>	<b>(2,584)</b>	<b>2,774</b>	<b>28,879</b>	<b>(18,089)</b>	<b>46,968</b>
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Strategic Reserve	0	3,250	(3,250)	0	22,750	(22,750)
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Net Revenue After Set Aside	190	666	(476)	28,879	4,661	24,218
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### Southside Properties

#### Operating Revenue

Tenant Rent	56,503	63,624	(7,121)	442,808	445,369	(2,561)
RAD HAP Subsidy	168,755	162,782	5,973	1,142,621	1,139,472	3,149
Vacancy Allowance	0	(6,793)	6,793	0	(47,548)	47,548
Other Revenue	929	4,148	(3,219)	11,958	29,033	(17,075)

Total Revenue	226,187	223,761	2,426	1,597,387	1,566,326	31,061
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#### Operating Expenses

Administrative	43,402	45,558	2,156	307,449	318,908	11,459
Tenant Services	10,702	2,977	(7,725)	44,072	20,837	(23,235)
Utilities	31,132	47,575	16,443	357,552	333,025	(24,527)
Maintenance	61,721	75,561	13,840	448,669	528,926	80,257
Protective Services	5,936	6,418	482	41,552	44,923	3,371
COVID Related	7,578	0	(7,578)	19,236	0	(19,236)
Other Expenses	8,538	14,996	6,458	81,037	104,971	23,934

Subtotal Operating Expenses	169,009	193,084	24,075	1,299,566	1,351,589	52,023
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Capital Outlay	0	0	0	0	0	0
Replacement Reserve Deposit	29,002	29,002	0	203,012	203,012	0

<b>Net Revenue</b>	<b>28,176</b>	<b>1,675</b>	<b>26,501</b>	<b>94,809</b>	<b>27,290</b>	<b>67,519</b>
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Strategic Reserve	0	(1,083)	1,083	0	(7,583)	7,583
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Net Revenue After Set Aside	28,176	592	27,585	94,809	19,706	75,102
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## HACA Revenue/Expense Summary July 2020

Property/Program	Current Month			Calendar Year to Date		
	Actual	Budget	Fav/(Unfav)	Actual	Budget	Fav/(Unfav)
<b>West Asheville Properties</b>						
<b>Operating Revenue</b>						
Tenant Rent	57,225	65,445	(8,220)	435,724	458,115	(22,391)
RAD HAP Subsidy	262,413	262,305	108	1,819,609	1,836,135	(16,526)
Vacancy Allowance	0	(9,833)	9,833	0	(68,828)	68,828
Other Revenue	2,409	8,916	(6,506)	50,677	62,411	(11,734)
<b>Total Revenue</b>	<b>322,047</b>	<b>326,833</b>	<b>(4,786)</b>	<b>2,306,010</b>	<b>2,287,833</b>	<b>18,177</b>
<b>Operating Expenses</b>						
Administrative	51,037	61,589	10,552	394,658	431,124	36,466
Tenant Services	2,508	4,433	1,925	8,145	31,033	22,888
Utilities	59,439	68,158	8,719	504,277	477,108	(27,169)
Maintenance	92,726	112,085	19,359	637,570	784,595	147,025
Protective Services	8,795	9,754	959	61,565	68,279	6,714
COVID Related	7,181	0	(7,181)	12,454	0	(12,454)
Other Expenses	10,721	20,846	10,125	131,569	145,921	14,352
<b>Subtotal Operating Expenses</b>	<b>232,407</b>	<b>276,866</b>	<b>44,459</b>	<b>1,750,237</b>	<b>1,938,061</b>	<b>187,824</b>
Capital Outlay	0	0	0	0	0	0
Replacement Reserve Deposit	28,066	28,066	(0)	196,461	196,461	(0)
<b>Net Revenue</b>	<b>61,575</b>	<b>21,902</b>	<b>39,673</b>	<b>359,312</b>	<b>153,312</b>	<b>206,000</b>
Strategic Reserve	0	(21,250)	21,250	0	(148,750)	148,750
<b>Net Revenue After Set Aside</b>	<b>61,575</b>	<b>652</b>	<b>60,923</b>	<b>359,312</b>	<b>4,562</b>	<b>354,750</b>
<b>North Asheville Properties</b>						
<b>Operating Revenue</b>						
Tenant Rent	85,810	96,122	(10,312)	644,178	672,852	(28,674)
RAD HAP Subsidy	255,609	248,117	7,492	1,725,977	1,736,817	(10,840)
Vacancy Allowance	0	(10,328)	10,328	0	(72,293)	72,293
Other Revenue	662	8,418	(7,756)	28,791	58,923	(30,132)
<b>Total Revenue</b>	<b>342,081</b>	<b>342,328</b>	<b>(247)</b>	<b>2,398,945</b>	<b>2,396,298</b>	<b>2,647</b>
<b>Operating Expenses</b>						
Administrative	56,280	64,373	8,094	424,556	450,613	26,057
Tenant Services-incl HCEP	1,129	10,256	9,127	6,655	71,791	65,136
Utilities	78,333	64,673	(13,660)	570,235	452,713	(117,522)
Maintenance	79,823	99,921	20,098	609,878	699,446	89,568
Protective Services	9,013	9,498	485	63,091	66,488	3,397
COVID Related	6,563	0	(6,563)	9,198	0	(9,198)
Other Expenses	13,505	21,361	7,856	125,387	149,526	24,139
<b>Subtotal Operating Expenses</b>	<b>244,646</b>	<b>270,083</b>	<b>25,437</b>	<b>1,808,999</b>	<b>1,890,578</b>	<b>81,578</b>
Capital Outlay	0	0	0	0	0	0
Replacement Reserve Deposit	46,783	46,783	0	327,478	327,478	0
<b>Net Revenue</b>	<b>50,653</b>	<b>25,463</b>	<b>25,190</b>	<b>262,469</b>	<b>178,243</b>	<b>84,225</b>
Strategic Reserve	0	(24,833)	24,833	0	(173,833)	173,833
<b>Net Revenue After Set Aside</b>	<b>50,653</b>	<b>630</b>	<b>50,023</b>	<b>262,469</b>	<b>4,410</b>	<b>258,059</b>
<b>RAD Properties Net Revenue</b>	<b>140,594</b>	<b>46,456</b>	<b>94,138</b>	<b>745,469</b>	<b>340,756</b>	<b>404,713</b>
<b>Net Revenue After Set Aside</b>	<b>140,594</b>	<b>2,539</b>	<b>138,054</b>	<b>745,469</b>	<b>33,339</b>	<b>712,130</b>

## HACA Revenue/Expense Summary July 2020

Property/Program	Current Month			Calendar Year to Date		
	Actual	Budget	Fav/(Unfav)	Actual	Budget	Fav/(Unfav)

### Housing Choice Voucher Program

#### Operating Revenues

Section 8 Admin. Fee Income	143,625	145,857	(2,232)	1,327,918	1,020,997	306,921
FSS Grant	11,599	10,699	900	88,026	74,894	13,132
Other Revenue	247	1,724	(1,477)	360,343	12,069	348,274
<b>Total Revenue</b>	<b>155,471</b>	<b>158,280</b>	<b>(2,809)</b>	<b>158,280</b>	<b>1,107,960</b>	<b>668,328</b>

#### Operating Expenses

Administrative	118,030	119,955	1,925	807,318	839,685	32,367
Tenant Services - FSS	29,487	30,460	973	197,615	213,220	15,605
Maintenance	294	225	(69)	1,670	1,575	(95)
COVID Related	47,099	0	(47,099)	48,929	0	(48,929)
Other Expenses	2,687	9,657	6,969	45,547	67,597	22,049
<b>Subtotal Operating Expenses</b>	<b>197,596</b>	<b>160,297</b>	<b>(37,300)</b>	<b>160,297</b>	<b>1,122,077</b>	<b>20,997</b>
Fund Balance	0	2,667	(2,667)	0	18,667	(18,667)

<b>Net Operating Revenue</b>	<b>(42,125)</b>	<b>650</b>	<b>(42,775)</b>	<b>(2,017)</b>	<b>4,550</b>	<b>(6,567)</b>
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### Housing Assistance Payment Funds

Revenue	1,770,384	1,769,083	1,301	12,262,704	12,383,583	(120,879)
Expense	1,863,656	1,769,083	94,573	12,529,147	12,383,583	145,564
<b>Net HAP</b>	<b>(93,272)</b>	<b>0</b>	<b>(93,272)</b>	<b>(266,443)</b>	<b>0</b>	<b>(266,443)</b>

### HACA Central Management

#### Operating Revenue

RAD Property Management Fees	96,020	97,013	(992)	674,727	679,088	(4,360)
PH/HCVF/Other Mgmt/Bkbp Fees	82,002	54,893	27,109	520,628	384,248	136,381
Other Revenue	234,776	20,113	214,663	849,869	140,793	709,075
<b>Total Revenue</b>	<b>412,798</b>	<b>172,018</b>	<b>240,779</b>	<b>2,045,224</b>	<b>1,204,128</b>	<b>841,096</b>

#### Operating Expenses

Administrative	138,191	108,233	(29,958)	813,835	757,633	(56,201)
Tenant Services	(1,500)	7,383	8,883	1,915	51,683	49,768
Utilities	10,083	6,808	(3,276)	71,964	47,653	(24,312)
Maintenance	21,199	12,081	(9,118)	137,088	84,566	(52,522)
COVID Related	15,906	0	(15,906)	24,949	0	(24,949)
Other Expenses	4,385	11,919	7,534	51,646	83,434	31,788
<b>Subtotal Operating Expenses</b>	<b>188,265</b>	<b>146,424</b>	<b>(41,841)</b>	<b>1,101,397</b>	<b>1,024,969</b>	<b>(76,427)</b>
Capital Outlay - Edington	72,931	25,000	(47,931)	462,776	175,000	287,776
Fund Balance	0	(12,500)	(12,500)	0	(87,500)	87,500
Loan to MCAH	0	12,500	12,500	0	87,500	(87,500)

<b>HACA Central Management-Net Rev</b>	<b>151,602</b>	<b>594</b>	<b>151,008</b>	<b>481,052</b>	<b>4,159</b>	<b>476,893</b>
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## HACA CORONAVIRUS RESPONSE

Managing a Public Housing Authority in ordinary times presents certain challenges. But when the Coronavirus Pandemic took hold of the country at the beginning of the year, a swift and strategic response to a new set of challenges was required by the Leadership at AHA. We have taken the following actions to date:

- 03/16/2020 Mobilized the COVID-19 Action Team made up of HACA Leadership
- 03/16/2020 Volunteers and staff made and provided reusable (cloth) mask for HACA staff
- 03/16/2020 HACA partnered with area agencies in order to provide PPE for not only staff but for residents
- 03/18/2020 HACA enacted a Well-check protocol in which staff called residents to check on their wellbeing and their need for resources
- 03/23/2020 Leadership made the decision to close all HACA offices to the general public; closed to the public but open for business
- 03/23/2020 Leadership made the decision and preparations to have non-essential staff work remotely
- 03/25/2020 HACA Board of Directors passed motions that enabled HACA to transfer non-federal funds to acquire equipment and transition operations of the Southside Kitchen to establish a crisis kitchen as a response to the Coronavirus crisis.
- 03/30/2020 Developments continued Manna Bank food distribution with safety protocols and social distancing in mind in order to continue to provide this needed food resource to residents
- 03/31/2020 Partnered with the City to curtail unlawful gatherings within the developments; an educational flyer was distributed by a team of HACA staff and APD.
- 04/01/2020 Distributed HACA Newsletter with ED address to residents concerning the pandemic
- 04/06/2020 Assisted in marketing WRES efforts to speak to the community through a leader's panel around the importance of social distancing
- 04/08/2020 Partnered with COA task force in implementing a reporting protocol of residents that have COVID-19 symptoms in an effort to mitigate spread with early detection
- 04/09/2020 HACA in partnership with Buncombe County's Safety and Justice Initiative executed Operation Easter Egg. Pre-packaged Easter Eggs were delivered to the developments for families with children in an effort to encourage families to Easter Egg Hunt at home as opposed to unlawful social gathering for these activities
- 04/15/2020 Began considering offsite quarantine options should the need present itself
- 04/20/2020 Partnered with local farmers and chefs in the We Give A Share program to provide fresh vegetables to the Southside Kitchen's efforts to provide meals to AHA residents; **\$XX.XX** has been raised through generous donors
- 04/22/2020 HACA Board of Directors passed motions that enabled HACA to enact supplemental benefits for employees, self-certification of wages for residents, postponement of biennial inspections, and authorized the ED to implement additional policy waivers
- 04/27/2020 Partnered with ABIPA to provide mask and cleaning supplies to our residents
- 04/27/2020 HACA's work through Southside Kitchen's was profiled in Scene magazine from the AC-T. Cedric, a maintenance employee was shown representing the maintenance/delivery staff on the cover



- 04/27/2020 HACA continued to provide resources to staff by way of additional hand sanitizer/booties; made available for frontline staff (maintenance) that have to go into units
- 04/27/2020 HACA enacted a work hour reduction protocol, having no effect on the earned wages of the employees, in an effort to continue to support staff
- 05/01/2020 Friendly reminder to residents regarding Rent policy and their responsibility toward
- 05/01/2020 Continued coordination with Buncombe County Health Department, COA, Dogwood Health, and Pisgah Legal to get information, data, best practices, and resources to the residents and employees of AHA
- 05/11/2020 Partnered with Buncombe County Government and Western North Carolina Community Health Services to offer community-based COVID-19 testing for residents in HACA developments
- 05/18/2020 Partnered with Mt. Zion Development Corporation to get Mental Health information and resources to residents
- 5/26/2020 Discussions/planning has begun as to how we begin the process of re-opening offices for business. We start the consideration now in preparation for the Phase 3 reopening at the end of June.
- 5/26/2020 COVID-19 Testing Site held at Deaverview Apartments
- 6/02/2020 COVID-19 Testing Site held at Klondyke Apartments
- 6/03/2020 COVID-19 Testing Site held at Pisgah View Apartments
- 6/08/2020 COVID-19 Testing Site held at the Central Office for HACA staff and related staff
- 6/15/2020 COVID-19 Testing Site held at the Central Office for Aston Park Tower residents and HACA staff that were unable to be tested on 6/08/2020
- 6/23/2020 COVID-19 Testing Site held at Altamont Apartments for Altamont, Woodfin and Homeward Bound staff
- 6/24/2020 COVID-19 Testing Site held at Asheville Terrace Apartments; additional testing scheduled for 6/25/2020
- 6/24/2020 Received social distancing, and COVID building protocol signage for Re-Opening preparations
- 6/29/2020 Provided/completed COVID-19 testing at all of HACA developments. Provided managers with Buncombe County's permanent testing sites for resident and employee information.
- 6/29/2020 Continued efforts around resident Well-checks; large family developments on a once per week call schedule; multi-unit buildings with large concentrations of residents, particularly Elderly and Disabled will continue on the twice per week schedule. Staff is asked to report any illness; COVID-related or otherwise immediately. Ill residents were offered meals through Southside Kitchen
- 6/29/2020 HACA leadership began discussions around HQS inspections, if and how that roll-out happens pending HUD's decision regarding waivers
- 7/01/2020 After discussions with staff about their feedback from residents, it was decided that all developments would go to a once per week call schedule for resident Well-checks.
- 7/02/2020 Meeting with leadership and managers around HQS and if/ how that roll-out happens after receiving guidance from HUD regarding waivers
- 7/08/2020 A weekly meeting has been set for managers for COVID and re-opening updates; scheduled to begin 7/15/2020
- 8/2020 Continued to meet weekly with Senior Leadership and site managers to consider our work in light of Covid-19

- 8/2020 Staff continues to work remotely; CARES Act funds were utilized to purchase new devices (laptops) to aid in connectivity and work efficiency
- 8/2020 Continued to prepare for re-opening by securing PPE and COVID protocol signage to equip management offices, etc,
- 8/2020 Continued to provide meals for residents through Southside Kitchen
- 8/2020 Provided on-site COVID testing for HACA employees
- 8/2020 Partnering with ACS to provide space in our community centers for remote learning hubs for HACA resident students

# SAFETY, COMMUNITY POLICING & ENGAGEMENT

- Camera Installation/Vandalism at Hillcrest
- Klondyke Traffic (Update)
- APD Housing Team/M.D.T.M.T. (*My Daddy Taught Me That*) Meeting (Update)
- APD Housing Team recognition

Hillcrest Crime Statistics: January 1<sup>st</sup> – August 12<sup>th</sup> for FY 2017, 18', 19', 20'

(Data Includes: Agg. Assault, Burglary-Commercial (C) , Burglary-Residential (R) , Homicide, Larceny (CarBandE, CarBandE-Not Forcible, Other), Motor Vehicle Theft, Rape, Robbery-Armed, Robbery-CommonLaw)

2017 – 29 Incidents Reported (Burglary (R) (12 cases) most reported followed by Larceny (8 cases))

2018 – 36 Incidents Reported (Burglary (R) (12 cases) most reported followed by Agg. Assault (9 cases))

2019 – 32 Incidents Reported (Burglary (R) (8 cases), Agg. Assault (8 cases), Larceny (8 cases). 1 Homicide)

2020 – 32 Incidents Reported (Agg. Assault (10 cases) most reported followed by Burglary (R) (6 cases))

- Average of 32.3 Incidents Reported

# ATTENTION RESIDENT

WANT A CHANCE TO WIN A

**\$500 VISA GIFT CARD???**

Work with your *Community Census Assistant* to complete

the **2020 CENSUS!!!!**

\*To Protect your **PRIVACY**, **NO** Household Details will be provided to DEVELOPMENT OFFICES. Managers **WILL ONLY** make contact with the Household to confirm that the Census was **COMPLETED\***

✓ Receive a **Raffle Ticket** once the Census has been  
**COMPLETED AND SUBMITTED!!!**

Already completed the Census and still want a Raffle Ticket??? No problem...Inform your *Community Census Assistant*

**For a Chance to WIN!!!**

NOTE: Your Community Census Assistant will be going door to door. There may also be other Census Workers surveying our properties who are not affiliated with the Housing Authority or this \$500 Gift Card Incentive. If you decline to complete the survey, please be courteous in doing so. Remember, you are still eligible for a Raffle Ticket if you've already completed the survey. Raffle contest will last through September 30<sup>th</sup> 2020.

**MAKE YOUR COUNT, COUNT!!!!!! COMPLETE THE 2020 CENSUS**

**MAKE YOUR COUNT, COUNT!!!!!! COMPLETE THE 2020 CENSUS**

## HACA/BUNCOMBE/DHT CENSUS PARTNERSHIP

- Residents paid to do Census Work
- Technology provided by Buncombe County
- Residents will receive a raffle ticket for completing Census
- Census count extended to September 30<sup>th</sup>, 2020



## **BOARD REPORT**

Altamont, Aston, Bartlett and Southside

### **COMMUNITY ENGAGEMENTS**

We continue conducting our weekly wellness calls and food deliveries from Southside Kitchen for our residents

Site Visits

Letter received from a concerned parent/resident residing in Southside

APD Housing Team addressing Black Street

Continue to monitor landscaping and mowing contractors

### **CAPITOL IMPROVEMENTS**

Paving completed at Black Street and Building 21 at Erskine parking areas. We will resume paving the parking areas on September 8 until completed in Erskine.

New digital telephones installed in both elevators at Bartlett

Central Maintenance Shop Roof Replaced

Respectfully submitted by Sheri Guyton



**ASHEVILLE HOUSING AUTHORITY**  
**165 SOUTH FRENCH BROAD AVE.**  
**ASHEVILLE, NORTH CAROLINA 28801**

**Process for Reviewing Board of Commissioners Applicants  
For Recommendation to the Mayor**

The Board of Commissioners of the Housing Authority of the City of Asheville consists of members appointed in the discretion of the Mayor of Asheville, who historically has requested input and recommendations from the current Board members before making those appointments. To ensure consideration by all Board members in that review and recommendation process, the following procedures will be followed:

1. At least 90 days before the expiration of a Board member's final term, the Board Secretary will request the list of current applicants from the City Clerk. Interested candidates known to any Board member may be encouraged to apply on the City website.
2. The Board members will discuss the list with the Board Secretary to identify candidates for further review. Those candidates will be encouraged to attend a work session and regular meeting to talk about their interest in the Housing Authority, any relevant past experience, and answer any questions from other Board members.
3. The Board will then discuss the candidates in a work session and if there is a consensus choice to recommend to the Mayor, they will informally authorize the Board Secretary to convey that recommendation to the Mayor. If there is not a consensus, the question will be placed on a regular meeting agenda for a vote.
4. Whether by consensus or vote, the Board Secretary will convey the Board's final recommendation to the Mayor.
5. It is understood that the final decision regarding appointments to the Board of Commissioners rests with the Mayor.



**ASHEVILLE HOUSING AUTHORITY**  
**165 SOUTH FRENCH BROAD AVE.**  
**ASHEVILLE, NORTH CAROLINA 28801**

**RAD Contract Rent Inflation Adjustment 2020**

The following new Contract Rents are approved for the listed RAD Project Based Voucher properties listed below effective December 1, 2020. This inflation adjustment is based on HUD's published Operating Cost Adjustment Factor (OCAF) of 2.4% (84 FR 64553). Note that Tenant Rents will continue to be calculated based on each family's adjusted annual income.

<b>Current RAD Contract Rents since 12/1/2019</b>						
	<b>0BR</b>	<b>1BR</b>	<b>2BR</b>	<b>3BR</b>	<b>4BR</b>	<b>5BR</b>
Central AVL (Aston/Altamont/Bartlett)	526	745	849			
Southside (Livingston/Erskine/Walton)		697	796	876	951	969
West AVL (Pisgah View/Deaverview)		709	853	1034		
North AVL (Hillcrest/Klondyke/Scattered)		715	807	890	964	987
<b>New - RAD Contract Rents with 2.4% OCAF, effective 12/1/2020</b>						
	<b>0BR</b>	<b>1BR</b>	<b>2BR</b>	<b>3BR</b>	<b>4BR</b>	<b>5BR</b>
Central AVL (Aston/Altamont/Bartlett)	539	763	869			
Southside (Livingston/Erskine/Walton)		714	815	897	974	992
West AVL (Pisgah View/Deaverview)		726	873	1059		
North AVL (Hillcrest/Klondyke/Scattered)		732	826	911	987	1011
<i>FY2020 HUD Fair Market Rent</i>	<i>1039</i>	<i>1045</i>	<i>1255</i>	<i>1717</i>	<i>2203</i>	<i>2533</i>
<i>FMR + 10%</i>	<i>1142</i>	<i>1149</i>	<i>1380</i>	<i>1888</i>	<i>2423</i>	<i>2786</i>
<i>Note: Lee Walker Heights is on a different renewal schedule and is not included here.</i>						



submissions or publish publicly a compendium of responses.

To help you prepare your comments, please see the How Do I Prepare Effective Comments segment of the Commenting on HUD Rules web page, [https://www.hud.gov/program\\_offices/general\\_counsel/Commenting-On-HUD-Rules#1](https://www.hud.gov/program_offices/general_counsel/Commenting-On-HUD-Rules#1). While that web page is written for commenting on regulatory proposals, these tips are generally applicable to this RFI.

Dated: November 14, 2019.

**Seth Appleton,**

Assistant Secretary for Policy Development and Research.

[FR Doc. 2019-25388 Filed 11-21-19; 8:45 am]

BILLING CODE 4210-67-P

## DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

[Docket No. FR-6183-N-01]

### Notice of Certain Operating Cost Adjustment Factors for 2020

**AGENCY:** Office of the Assistant Secretary for Housing—Federal Housing Commissioner, HUD.

**ACTION:** Notice.

**SUMMARY:** This notice establishes operating cost adjustment factors (OCAFs) for project-based assistance contracts issued under Section 8 of the United States Housing Act of 1937 and renewed under the Multifamily Assisted Housing Reform and Affordability Act of 1997 (MAHRA) for eligible multifamily housing projects having an anniversary date on or after February 11, 2020. OCAFs are annual factors used to adjust Section 8 rents renewed under section 515 or section 524 of MAHRA.

**DATES:** *Applicability Date:* February 11, 2020.

#### FOR FURTHER INFORMATION CONTACT:

Carissa Janis, Program Analyst, Office of Asset Management and Portfolio Oversight, Department of Housing and Urban Development, 451 7th Street SW, Washington, DC 20410; telephone number 202-402-2487 (this is not a toll-free number). Hearing- or speech-impaired individuals may access this number through TTY by calling the toll-free Federal Relay Service at 800-877-8339.

#### SUPPLEMENTARY INFORMATION:

##### I. OCAFs

Section 514(e)(2) and section 524(c)(1) of MAHRA (42 U.S.C. 1437f note) require HUD to establish guidelines for the development of OCAFs for rent adjustments. Sections 524(a)(4)(C)(i), 524(b)(1)(A), and 524(b)(3)(A) of

MAHRA, all of which prescribe the use of the OCAF in the calculation of renewal rents, contain similar language. HUD has therefore used a single methodology for establishing OCAFs, which vary among states and territories.

MAHRA gives HUD broad discretion in setting OCAFs, referring, for example, in sections 524(a)(4)(C)(i), 524(b)(1)(A), 524(b)(3)(A) and 524(c)(1) simply to “an operating cost adjustment factor established by the Secretary.” The sole limitation to this grant of authority is a specific requirement in each of the foregoing provisions that application of an OCAF “shall not result in a negative adjustment.” Contract rents are adjusted by applying the OCAF to that portion of the rent attributable to operating expenses exclusive of debt service.

The OCAFs provided in this notice are applicable to eligible projects having a contract anniversary date of February 11, 2020 or after and were calculated using the same method as those published in HUD’s 2019 OCAF notice published on November 23, 2018 (83 FR 59404). Specifically, OCAFs are calculated as the sum of weighted component cost changes for wages, employee benefits, property taxes, insurance, supplies and equipment, fuel oil, electricity, natural gas, and water/sewer/trash using publicly available indices. The weights used in the OCAF calculations for each of the nine cost component groupings are set using current percentages attributable to each of the nine expense categories. These weights are calculated in the same manner as in the November 23, 2018 notice. Average expense proportions were calculated using three years of audited Annual Financial Statements from projects covered by OCAFs. The expenditure percentages for these nine categories have been found to be very stable over time but using three years of data increases their stability. The nine cost component weights were calculated at the state level, which is the lowest level of geographical aggregation with enough projects to permit statistical analysis. These data were not available for the Western Pacific Islands, so data for Hawaii were used as the best available indicator of OCAFs for these areas.

The best current price data sources for the nine cost categories were used in calculating annual change factors. State-level data for fuel oil, electricity, and natural gas from Department of Energy surveys are relatively current and continue to be used. Data on changes in employee benefits, insurance, property taxes, and water/sewer/trash costs are only available at the national level. The

data sources for the nine cost indicators selected used were as follows:

- **Labor Costs:** First quarter, 2019 Bureau of Labor Statistics (BLS) ECI, Private Industry Wages and Salaries, All Workers (Series ID CIU2020000000000I) at the national level and Private Industry Benefits, All Workers (Series ID CIU2030000000000I) at the national level.

- **Property Taxes:** Census Quarterly Summary of State and Local Government Tax Revenue—Table 1 <https://www.census.gov/econ/currentdata/dbsearch?program=QTAX&startYear=2017&endYear=2019&categories=QTAXCAT1&dataType=T01&geoLevel=US&notAdjusted=1&submit=GET+DATA&releaseScheduleId=12-month> property taxes are computed as the total of four quarters of tax receipts for the period from April through March. Total 12-month taxes are then divided by the number of occupied housing units to arrive at average 12-month tax per housing unit. The number of occupied housing units is taken from the estimates program at the Bureau of the Census. <http://www.census.gov/housing/hvs/data/histtab8.xlsx>.

- **Goods, Supplies, Equipment:** May 2018 to May 2019 Bureau of Labor Statistics (BLS) Consumer Price Index, All Items Less Food, Energy and Shelter (Series ID CUUR0000SA0L12E) at the national level.

- **Insurance:** May 2018 to May 2019 Bureau of Labor Statistic (BLS) Consumer Price Index, Tenants and Household Insurance Index (Series ID CUUR0000SEHD) at the national level.

- **Fuel Oil:** October 2018–March 2019 U.S. Weekly Heating Oil and Propane Prices report. Average weekly residential heating oil prices in cents per gallon excluding taxes for the period from October 1, 2018 through the week of March 25, 2019 are compared to the average from October 2, 2017 through the week of March 26, 2018. For the States with insufficient fuel oil consumption to have separate estimates, the relevant regional Petroleum Administration for Defense Districts (PADD) change between these two periods is used; if there is no regional PADD estimate, the U.S. change between these two periods is used. [http://www.eia.gov/dnav/pet/pet\\_pri\\_wfr\\_a\\_EPD2F\\_prs\\_dpgal\\_w.htm](http://www.eia.gov/dnav/pet/pet_pri_wfr_a_EPD2F_prs_dpgal_w.htm).

- **Electricity:** Energy Information Agency, February 2019 “Electric Power Monthly” report, Table 5.6.B. [http://www.eia.gov/electricity/monthly/epm\\_table\\_grapher.cfm?t=epmt\\_5\\_06\\_b](http://www.eia.gov/electricity/monthly/epm_table_grapher.cfm?t=epmt_5_06_b).

- **Natural Gas:** Energy Information Agency, Natural Gas, Residential Energy



Price, 2017–2018 annual prices in dollars per 1,000 cubic feet at the state level. Due to EIA data quality standards several states were missing data for one or two months in 2018; in these cases, data for these missing months were estimated using data from the surrounding months in 2018 and the relationship between that same month and the surrounding months in 2017. [http://www.eia.gov/dnav/ng/ng\\_pri\\_sum\\_a\\_EPG0\\_PRS\\_DMcf\\_a.htm](http://www.eia.gov/dnav/ng/ng_pri_sum_a_EPG0_PRS_DMcf_a.htm).

- *Water and Sewer*: May 2018 to May 2019 Consumer Price Index, All Urban Consumers, Water and Sewer and Trash Collection Services (Series ID CUUR0000SEHG) at the national level.

The sum of the nine cost component percentage weights equals 100 percent of operating costs for purposes of OCAF calculations. To calculate the OCAFs, state-level cost component weights developed from AFS data are multiplied by the selected inflation factors. For instance, if wages in Virginia comprised 50 percent of total operating cost expenses and increased by 4 percent from 2018 to 2019 the wage increase component of the Virginia OCAF for 2020 would be 2.0 percent (50% \* 4%). This 2.0 percent would then be added to the increases for the other eight expense categories to calculate the 2020 OCAF for Virginia. For states where the calculated OCAF is less than zero, the OCAF is floored at zero. The OCAFs for 2020 are included as an Appendix to this Notice.

## II. MAHRA OCAF Procedures

Sections 514 and 515 of MAHRA, as amended, created the Mark-to-Market program to reduce the cost of federal housing assistance, to enhance HUD's administration of such assistance, and to ensure the continued affordability of units in certain multifamily housing projects. Section 524 of MAHRA authorizes renewal of Section 8 project-based assistance contracts for projects without restructuring plans under the Mark-to-Market program, including projects that are not eligible for a restructuring plan and those for which the owner does not request such a plan. Renewals must be at rents not exceeding comparable market rents except for certain projects. As an example, for Section 8 Moderate Rehabilitation projects, other than single room occupancy projects (SROs) under the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11301 *et seq.*), that are eligible for renewal under section 524(b)(3) of MAHRA, the renewal rents are required to be set at the lesser of: (1) The existing rents under the expiring contract, as adjusted by the OCAF; (2) fair market rents (less any amounts

allowed for tenant-purchased utilities); or (3) comparable market rents for the market area.

## III. Findings and Certifications

### *Environmental Impact*

This notice sets forth rate determinations and related external administrative requirements and procedures that do not constitute a development decision affecting the physical condition of specific project areas or building sites. Accordingly, under 24 CFR 50.19(c)(6), this notice is categorically excluded from environmental review under the National Environmental Policy Act of 1969 (42 U.S.C. 4321).

### *Paperwork Reduction Act*

This notice does not impact the information collection requirements already submitted to the Office of Management and Budget (OMB) under the Paperwork Reduction Act of 1995 (44 U.S.C. 3501–3520). In accordance with the Paperwork Reduction Act, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless the collection displays a currently valid OMB control number.

Catalog of Federal Domestic Assistance Number

The Catalog of Federal Domestic Assistance Number for this program is 14.195.

Dated: November 18, 2019.

**John Garvin,**

*General Deputy Assistant Secretary for Housing.*

## APPENDIX

### OPERATING COST ADJUSTMENT FACTORS FOR 2020

State	OCAF (%)
Alabama .....	2.1
Alaska .....	2.8
Arizona .....	2.4
Arkansas .....	2.0
California .....	2.5
Colorado .....	2.2
Connecticut .....	2.5
Delaware .....	1.9
District of Columbia .....	2.2
Florida .....	2.3
Georgia .....	2.0
Hawaii .....	3.4
Idaho .....	2.4
Illinois .....	2.0
Indiana .....	2.2
Iowa .....	2.4
Kansas .....	2.1
Kentucky .....	2.0
Louisiana .....	2.0
Maine .....	2.7
Maryland .....	2.0
Massachusetts .....	3.3

### OPERATING COST ADJUSTMENT FACTORS FOR 2020—Continued

State	OCAF (%)
Michigan .....	2.3
Minnesota .....	2.5
Mississippi .....	2.2
Missouri .....	1.8
Montana .....	2.1
Nebraska .....	2.1
Nevada .....	2.5
New Hampshire .....	2.6
New Jersey .....	2.2
New Mexico .....	2.1
New York .....	2.5
North Carolina .....	2.4
North Dakota .....	2.2
Ohio .....	2.0
Oklahoma .....	1.8
Oregon .....	2.4
Pacific Islands .....	3.4
Pennsylvania .....	2.1
Puerto Rico .....	2.4
Rhode Island .....	3.3
South Carolina .....	2.1
South Dakota .....	2.0
Tennessee .....	2.2
Texas .....	2.3
Utah .....	2.2
Vermont .....	2.2
Virgin Islands .....	2.2
Virginia .....	2.3
Washington .....	2.3
West Virginia .....	2.0
Wisconsin .....	2.3
Wyoming .....	2.2
US .....	2.2

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## DEPARTMENT OF THE INTERIOR

### Fish and Wildlife Service

[FWS–HQ–MB–2019–N154; FF09M13200, FXMB12330900000 (201); OMB Control Number 1018–0135]

### Agency Information Collection Activities; Submission to the Office of Management and Budget for Review and Approval; Electronic Federal Duck Stamp Program

**AGENCY:** Fish and Wildlife Service, Interior.

**ACTION:** Notice of information collection; request for comment.

**SUMMARY:** In accordance with the Paperwork Reduction Act of 1995, we, the U.S. Fish and Wildlife Service (Service), are proposing to renew an information collection with revisions.

**DATES:** Interested persons are invited to submit comments on or before December 23, 2019.

**ADDRESSES:** Send written comments on this information collection request (ICR) to the Office of Management and



June 9, 2020

To David Nash and the Asheville Housing Authority's Board of Commission:

Asheville PEAK Academy is excited to share an update as to our recent progress as we target an opening date of August 2021. As noted in previous meetings, Asheville PEAK Academy will function as a charter school (tuition-free, non-profit) for children in the Asheville and Buncombe County area. The school lottery system will be weighted to ensure that at least 50% of students that attend the school come from lower-income households. We plan to serve predominantly students of color. This school was developed to be one part of the community-wide effort to eliminate the achievement gap that has persisted in Asheville and Buncombe County for many years. We consider achieving this objective to be one of the most critical steps for our community as we work towards achieving long-term social equity in Asheville.

Students attending Asheville PEAK Academy will realize their full academic potential. The school is committed to serving the whole child in addition to nourishing their academic needs. Asheville PEAK Academy will place a priority on character education, the socio-emotional well-being of each student, and utilize a trauma-informed and restorative justice approach to student disciplinary issues. It will provide curriculum that is rich, diverse, relevant and reflective of the students that it serves. Asheville PEAK Academy staff will have high expectations for their students and for themselves as professionals and providers. Staff will be specifically trained to meet the needs of the students that they serve. Asheville PEAK Academy also recognizes the critical need to enlist parents as true partners in their child's futures – and will form relationships based on mutual trust and respect to achieve this critical objective.

Below is a timeline of recent progress that has been made:

- March 5, 2020: The North Carolina Department of Public Instruction unanimously approves Asheville PEAK Academy for a start date in 2021-2022
- February – May 2020: The Asheville PEAK Academy board of directors conducted a nation-wide school director search with over 60 candidates. After a four-stage selection process, the board made a job offer to Dr. Raul Saldana from El Paso, Texas. Dr. Saldana accepted the offer and is scheduled to start his work locally in August 2020.
- June 6, 2020: Asheville PEAK Academy was awarded a significant three-year grant to assist the school's operational start-up. These funds are restricted in use but will help the school provide a comprehensive curriculum with teacher training and purchase other tangible assets (books, desks, technology)

As two of our board members discussed with you back in February, finding a facility for this school is a critical objective. The school is slated to begin in August of 2021. In the next 14 months, we need to find a facility that can adequately accommodate our Year 1 – which will have six classes total (K, 1<sup>st</sup> grade, 2<sup>nd</sup> grade). Each classroom will need to have adequate space to accommodate between 20 and 22 students. Ideally, the space will allow Asheville PEAK Academy room to continue to grow for at least 3 years. We will add one grade each year (so the need for 2 classrooms each year) until we reach 8<sup>th</sup> grade. Ideally, the space would have outdoor green space, adequate parking, a gymnasium and an auditorium.

As you can imagine, finding a facility that meets those specifications is not an easy task. We continue to have discussions with different institutions (both public and private) and are exploring every option possible. With that said, our board would prefer a partnership with the Housing Authority given our symbiotic missions and priorities. As a board, we humbly ask for the Housing Authority's Board of Commission to give consideration towards and vote upon each of the following requests:

Option #1 (highly preferred): That Asheville PEAK Academy enter into a partnership with the Housing Authority as a tenant to utilize adequate building and office space in the Arthur R. Edington Education & Career Center to accommodate the needs of the school by July 2021.

Option #2: That Asheville PEAK Academy enter into a partnership with the Housing Authority as a tenant to utilize the Lonnie D. Burton Head Start Center for Year 1 by July 2021. With this option, we would ask for permission to also utilize the Auditorium space (periodically) and Gymnasium space (daily) at the Arthur R. Edington & Career Center.

Option #3: Housing Authority partner with Asheville PEAK Academy to actively help us find adequate facility space by July 2021.

We recognize that consideration of Option #1 and Option #2 would be a disruption and inconvenience to current partners and the status quo. We are sensitive to this fact. We also understand that critical community work and support is happening between the current Housing Authority tenants and partners that are within the Arthur R. Edington Education & Career Center and the Lonnie D. Burton Head Start Center.

We recognize that our most powerful public institutions – including the Asheville Housing Authority – are tasked with a major challenge: Analyzing which assets and resources (including building space) are being utilized towards the best end and purpose of the existing space to meet the most pressing needs of the community. It is our opinion that the optimal utilization for the Arthur R. Edington Center would be for at least some of the space to be returned to its original intended use – a community school.

As the Board of Asheville PEAK Academy, we make this request humbly. If approved, we would be active partners with you in the following ways:

- Helping to reimagine the use of the space while utilizing as little space as possible
- Assisting to find additional office space for current partners (if necessary based on ultimate utilization of existing space)
- Ensuring that Asheville PEAK Academy becomes a community institution that lives up to its promise of educating every student – and especially students of color
- Allowing for continued community use of the space made available to us in any way possible – including for other nonprofits, community agencies and community members to utilize this space after school hours and on the weekends

We are confident that Asheville PEAK Academy will be a partner that you will be proud of. Feel free to hold us accountable in the form of a lease agreement: If after three years we have not met the ambitious goals that we have set to help eliminate the achievement gap in Asheville, we would understand if your preference would be to discontinue the partnership. We will be fully transparent and want to be held accountable. The mission of the school is too important. Children's lives are at stake.

What we need is a chance to let this seed grow. It will be a community treasure.

Thank you for your consideration.

Sincerely,

The Board of Directors  
Asheville PEAK Academy