



Asheville Housing Authority Commission Meeting Minutes August 25, 2021

I. Work Session

The work session was held via Zoom and began at 5:11 pm. The following commissioners were present at the Central Office: Gene Bell, Roy Harris and Reginald Robinson. Amy Kemp and Tilman Jackson were present via Zoom. Jennifer Pickering was absent.

David Nash discussed the new board positions established by City Council and the need to interview another Board member. There are three candidates who have not yet been interviewed. David will call each one to schedule an interview. The interviews will take place during September's work session.

David discussed agenda item #1, Approval of Resolution No. 2021-3, Resolution Giving Preliminary Approval to Issuance of Multifamily Housing Revenue Bonds to Finance the Acquisition, Rehabilitation, Construction and Equipping of an Affordable Housing Development. He explained that this is for Laurelwood Apartments in Shiloh. Volunteers of America owns the property and plans to renovate the 50 existing units and add an additional 54 units. The current development is housing for seniors. This resolution would give preliminary approval and notice that we plan to issue the bonds. Issuing the bonds will allow the developer to access tax credit equity, will support Asheville Housing's mission, and will earn us a small issuer fee.

David discussed agenda item #2, Authorization to expend an additional \$850,000 from HACA's Strategic Investment Reserves as needed for critical restoration work on the Woodfin Apartments exterior façade and building envelope. David Nash explained that a piece of stonework fell off the Woodfin Apartments last fall and we had some engineering work done to check the brick façade. It was determined that significant portions of the parapet and façade were in danger of collapse. We initially did some emergency repairs to shore up the façade, then got a design that was approved by the State Historic Preservation Office to come back with similar materials, put out for an RFP and we now have proposals. Last fall the Board authorized up to \$500,000 but the total cost of this work and a roof membrane replacement is going to be about 1.35 million dollars. For that reason, we are request another 850,000 from reserves to allocated for this critical safety work. We have applied to the County for funding to cover about half of these costs through its American Rescue Plan funding and if that comes through at the requested amount, we won't have to spend all of this \$850,000.

David discussed agenda item #3, Authorization to expend up to \$100,000 from Housing Choice Voucher Unrestricted Net Position reserves for a rent study to support higher Fair Market Rents, encourage lease-up by private landlords, and expand homeownership

opportunities for HCV participants. In 2019, we did a rent study because we were having a hard time leasing dwelling units. Rents had climbed so high in our area that we couldn't compete with the private market. That study showed that the Fair Market Rents were too low and we were able to get approval from HUD to raise them by about 25%. Our data from that study is now out of date, and HUD has proposed lowering them again, so we need to complete another rent study in preparation of appealing and asking for an increase. We are timing our new study so the new data will be good for three years to keep the Fair Market Rents where they need to be.

David discussed agenda item #4, Authorization to add Tara Irby as a signatory on the Housing Authority's bank accounts. David Nash explained that our Finance Director, Tom Good, passed away on August 10, 2021. Tom was one of our signers on our bank accounts. We will soon post the Finance Director position, and we have used an advisory accounting firm for the last 18 months to help with some of Tom's responsibilities in the meantime. In the interim we want to add Tara Irby as a signatory to make sure that our checks are valid going forward.

Roy Harris inquired as to the roles and responsibilities of the Board members as well as concerns about the Southside Gardens and Employee Survey results. David Nash explained that the overall responsibilities of the Board are policy and budget oversight, and not day to day operations. David Nash will make sure that everyone has a copy of the Bylaws.

The work session ended at 5:49 pm.

II. Regular Meeting - Call to order

Chair Gene Bell called the regular meeting of the Board of Commissioners to order at **6:06 pm on Wednesday, July 28, 2021** via Zoom and at the **Central Office, 165 South French Broad Avenue, Asheville, NC 28801**. Noele Tackett conducted the roll call. The following Commissioners were present: Chair Gene Bell, Member Roy Harris, and Member Reginald Robinson, Member Amy Kemp and Member Tilman Jackson. Vice Chair Jennifer Pickering was absent.

III. Approval of minutes from last meeting

Reginald Robinson made a motion, seconded by Roy Harris, to approve the minutes. The Commissioners unanimously approved the minutes of July 28, 2021.

Public Comment

Chair Gene Bell opened the floor for public comment before meeting; there were no comments.

IV. Bills and Communications

David Nash shared a letter written by a Klondyke resident to commend Renee Crain on going above and beyond to be helpful over the years. David thanked Renee for excellent customer service. David went on to thank all of the property managers for helping make the lives of our residents better by lending a helping hand and doing a great job.

David Nash also provided an update on Maple Crest lease up. There are 212 units at Maple Crest and to date our management agent has leased 122 apartments. That includes 23 returning residents from the old Lee Walker Heights and 62 project-based voucher units from our waiting list. The rest are either HACA voucher participants moving with tenant mobility vouchers or non-HACA residents who applied directly at the property. Demographics to date include 22 seniors, 34 people with disabilities. For those who elected to report race or ethnicity, there are 62 Black Americans, 55 White, 1 Native American, and 6 Latinx residents.

Roy Harris asked if a swimming pool was part of the plan for Maple Crest, and David Nash explained that a swimming pool was never planned.

V. Report of the Secretary

a) Asheville Housing Properties

Noele Tackett reported the monthly Asheville Housing Properties occupancy report submitted with the board packet. She reported that we ended the month at 96% occupancy. There were 77 vacancies of which 8 in rehab due to fire damage, 65 being prepared for leasing and 4 ready to lease. The unit turn-around continues to be higher than normal with material and appliance shortages making those turn times longer; safety and tenant mobility transfers can also delay turn times.

b) Asheville Housing Vouchers

Brandy Woodard reported the monthly Asheville Housing Vouchers report as submitted with the board packet. There are a total of 3367 vouchers, 2882 available to lease, 2940 leased, 64 available, and 138 assigned/looking. There were 9 mobility moves, 32 move-ins, 18 move-outs, 183 inspections and 192 re-exams. Roy Harris asked for clarification on how often recertifications are done. Brandy Woodard explained the recertifications are done annually to determine continued eligibility.

c) Family Self-Sufficiency

Karolina Hopkins presented the monthly Family Self-Sufficiency report submitted with the board packet. We have 245 participants, 151 established escrow accounts with \$780,940 in account balances, and we have 70 successful homeowners. Karolina reported one participant graduate this month, and one who received a car through Working Wheels. The FSS team, along with Inclusive Hiring Partners, held a community engagement in Pisgah View Apartments with a good turn-out and they have another event scheduled at the Edington Center on August, 26, 2021 from 4-7 pm, weather permitting.

d) Financial Report

David Nash presented the financial report by explaining that the RAD property revenues are slightly higher than budget, our HAP subsidy is slightly under but

overall revenues are ahead of budget. Overall, total operating expenses are just a little under budget year to date. Operating revenue is in good shape. Other properties and HCV are showing a good bottom line year to date.

e) **Residents Council Report**

No report this month

f) **Edington Center Report**

No report this month

g) **Property Management Report**

No report this month.

VI. New Business

1. Approval of Resolution No. 2021-3, Resolution Giving Preliminary Approval to Issuance of Multifamily Housing Revenue Bonds to Finance the Acquisition, Rehabilitation, Construction and Equipping of an Affordable Housing Development.

Brandy Woodard explained that we would receive a small issuer fee for issuing the bonds. Rodrigo Galavis, Sponsor of the project with Volunteers of America, explained that this will be to help renovate 50 apartments and build 54 new apartments for senior housing.

Roy Harris made a motion, seconded by **Amy Kemp** to approve Resolution No. 2021-3, Resolution Giving Preliminary Approval to Issuance of Multifamily Housing Revenue Bonds to Finance the Acquisition, Rehabilitation, Construction and Equipping of an Affordable Housing Development.

The Board voted as follows:

AYE

Mr. Gene Bell
Ms. Amy Kemp
Mr. Reginald Robinson
Mr. Roy Harris
Mr. Tilman Jackson

NAY

2. Authorization to expend an additional \$850,000 from HACA's Strategic Investment Reserves as needed for critical restoration work on the Woodfin Apartments exterior facade and building envelope.

David Nash explained that about a year ago, stonework fell from the Woodfin Apartments. We had emergency work done to the building, but more work is needed.

Last year, the Board approved \$500,000 to go towards this project, but based on RFP proposals we need about \$850,000 to complete the repairs.

Roy Harris made a motion, seconded by **Reginald Robinson** to approve an additional \$850,000 from HACA's Strategic Investment Reserves as needed for critical restoration work on the Woodfin Apartments exterior façade and building envelope. The Commissioners unanimously approved.

The Board voted as follows:

AYE

NAY

Mr. Gene Bell
Ms. Amy Kemp
Mr. Roy Harris
Mr. Reginald Robinson
Mr. Tilman Jackson

- 3. Authorization to expend up to \$100,000 from Housing Choice Voucher Unrestricted Net Position reserves for a rent study to support higher Fair Market Rents, encourage lease-up by private landlords, and expand homeownership opportunities for HCV participants.**

Brandy Woodard explained that HUD has proposed lowering our Fair Market Rents in 2022 and this requires us to complete a new rent study in an attempt to increase the Fair Market Rents. Brandy went on to explain that the rent study includes doing a mass mailing and survey to market rate tenants. Gene Bell asked Brandy Woodard to prepare a report that outlines what the deterrents are for getting new landlords to join our program.

Amy Kemp made a motion, seconded by **Roy Harris** to authorize the expenditure of up to \$100,000 from Housing Choice Voucher Unrestricted Net Position reserves for a rent study to support higher Fair Market Rents, encourage lease-up by private landlords, and expand homeownership opportunities for HCV participants

The Commissioners unanimously approved.

The Board voted as follows:

AYE

NAY

Mr. Gene Bell
Ms. Amy Kemp
Mr. Roy Harris
Mr. Reginald Robinson
Mr. Tilman Jackson

4. Authorization to add Tara Irby as a signatory on the Housing Authority's bank accounts.

David Nash explained that our Finance Director, Tom Good, passed away. Tom was one of two signatories, so we need to add Tara Irby to our bank accounts until we hire a new Finance Director.

Roy Harris made a motion, seconded by **Reginald Robinson** to add Tara Irby as a signatory on the Housing Authority's bank accounts

The Commissioners unanimously approved.

The Board voted as follows:

AYE

NAY

Mr. Gene Bell
Ms. Amy Kemp
Mr. Roy Harris
Mr. Reginald Robinson
Mr. Tilman Jackson

VII. Unfinished Business

None.


VIII. Public Comment

No public comment.

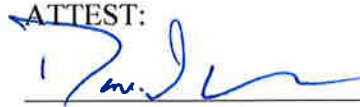
David Nash thanked Gene Bell, Tara Irby, the Board and all HACA employees for stepping in for him during his medical treatment and for all the support and well wishes he has received.

IX. Adjournment

There being no further business to come before the Board, the meeting adjourned at 6:48 pm. The next meeting will be held at the Central Office, 165 S. French Broad Ave., Asheville, NC 28801 on Wednesday, September 22, 2021 at 6 pm.



Gene Bell, Chair

ATTEST:


David Nash, Secretary