



Asheville Housing Authority
Regular Meeting of the Board of Commissioners
Draft Minutes: February 28, 2024

I. Roll Call:

Chairman Jackson opened the meeting and asked for roll call at 5:03 PM

		<u>Present</u>	<u>Absent</u>
Commissioners:	Tilman Jackson, Board Chair	X	_____
	Reginald Robinson, Vice-Chair	X	_____
	Scott Farkas, Member	X	_____
	Roy Harris, Member	X	_____
	David L. Robinson, Sr., Member	X	_____
	Dr. Shantelle Simpson, Member	X	_____
	Kidada Wynn, Member	_____	X
 HACA:	 Monique Pierre, President & CEO	 X	 _____

II. Work Session:

Chairman Jackson asked for a motion to break to a closed Executive session to handle a private matter.

AYE

Tilman Jackson
 Reginald Robinson
 Scott Farkas
 Roy Harris
 David L. Robinson, Sr.
 Dr. Shantelle Simpson
 Kidada Wynn

NAY

Dr. Shantelle Simpson

MOTION

Roy Harris

SECOND

Dr. Shantelle Simpson read the closed Executive session introduction. Commissioners retreated to a private room at 5:09 PM. The Work Session Agenda will be amended to correctly represent when the closed session began.

Acknowledgments of FSS Graduates were presented by Shaunda Jackson, to Andrea Pearson, Jennifer Coyle, Sharon Johnson, and Precious Grant-Folston, for completing the FSS and Homeownership Classes



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Commissioners returned to the Board Room at 7:10 PM.

III. Regular Session:

Chairman Jackson opened the regular session and asked for roll call at 7:10 PM

		<u>Present</u>	<u>Absent</u>
Commissioners:	Tilman Jackson, Board Chair	X	_____
	Reginald Robinson, Vice-Chair	X	_____
	Scott Farkas, Member	X	_____
	Roy Harris, Member	X	_____
	David L. Robinson, Sr., Member	X	_____
	Dr. Shantelle Simpson, Member	X	_____
	Kidada Wynn, Member	X	_____

HACA: Monique Pierre, President & CEO X

Note: Member Wynn joined the BOC during the closed session and returned with them for the regular session.

Approval of Agenda:

The distributed agenda requires an amendment moving the closed Executive session from the beginning of the Regular Session to the beginning of the Work Session. Commissioners unanimously approved this amendment

AYE

- Tilman Jackson
- Reginald Robinson
- Scott Farkas
- Roy Harris
- David L. Robinson, Sr.
- Dr. Shantelle Simpson
- Kidada Wynn

NAY

Dr. Shantelle Simpson

MOTION

Scott Farkas

SECOND

Approval of Previous Minutes:

Dr. Shantelle Simpson made a motion to approve the minutes from January 24, 2024 meeting. Scott Farkas seconded the motion. The Commissioners unanimously approved the minutes.

No Public Comment

IV. Report of the Secretary:

Monique Pierre suspended the presentation of the Executive Report.

V. New Business:

- 1. Replacement Reserve Projects - Resolution 2024:** The Board previously approved the annual budget through resolution and was notified at the time that there would be an update of the

Replacement Reserve Budget. Monique explains HUD requirement, and that the priority listing represents projects that the site directors and managers have requested. Finance put together a spreadsheet defining a 5-year plan based on the availability of the funds and on the urgency of the need for repairs. Monique further explains that the Replacement Reserve funds are not maintenance funds, many projects to be handled as an organization or through a third party, but some projects will require third party contractors. Since the switchover to RAD and the change in inspections and reporting of the site conditions, funds have not been re-invested as much as they could have been. Finance has given assurances that funds are available to perform the projects identified.

Monique agrees with the urgency set for these projects and states that they are necessary for maintaining the physical conditions of the properties, and to mitigate liability due to years of wear and tear, as well as not giving the managers and directors the latitude to maintain the housing sites to a good condition for the residents. Monique recommends that the Board considers this.

Projects include:

- a. Repairing walkways and repaving, removing roots, improving mobility for residents
- b. Keyless entry to sites
- c. Repairing and replacement of entry doors
- d. Improve the physical conditions and structure of the sites
- e. Replacing broken washers and driers
- f. Better lighting to ensure safety and security, and reduce loitering
- g. Tree trimming
- h. Speed humps at Livingston and Walton required for the safety of the children

Note that Asheville Terrace, having a separate Board, has also been included in these projects.

Scott Farkas comments that he recognizes that most of the projects are deferred maintenance and safety projects and asks about the “Fun Stuff”, play areas in open spaces for example, and if specifically for the Edington Center, could some of the funds set aside for years 2025 be bumped earlier. Monique explained that while there are resources available for projects like this, and deep consideration about the lack of areas for the kids, there are other things to consider. For Edington Center specifically, there is a question of space. A logical place would be around the back of the building, but the farm is located there, and they do not feel that having the children cross a busy street to get to another location would be a safe option. Discussions continue about these types of projects.

Tara Boestan-Smith briefly explains the Strategic Reserve Fund, and the monthly distribution fund that the sites partake in, where there is an amount that is reserved for such projects. Edington Center, however, currently does not have the facility to do this.

2. Enterprise Fleet Management Contract – Resolution 2024-8: The current fleet of Housing Authority vehicles is very old. Many of the maintenance teams have had to double and triple up on the usage of the vehicles and that is counterproductive. These vehicles, 2 vans specifically, are used to transport children. While the teams have been diligent in the upkeep, the vehicles are well past their useful life. There was an amount of last year’s budget set aside for fleet replacement.

Monique introduced Terri Anello, HACA’s Procurement and Contract Manager, who has been working diligently on how best to move forward. Terri introduced Nick Breshears, Account Executive, Enterprise Fleet Management, and explained that they have been working together with our maintenance team to identify the best schedule for the replacement of the vehicles. She also noted that our contract piggy backs on Inlivian (Charlotte Housing Authority) contract.

Nick quickly went through the presentation that was distributed to the Board in time for the meeting.

Roy Harris asks how this will affect the people. Nick highlighted the benefits of partnering with Enterprise for the management of the HACA vehicle fleet. Benefits include, but are not limited to:

- a. Lower cost of ownership and reduced operational spend
- b. Increase in employee safety with newer vehicles
- c. Reduced fuel and maintenance costs
- d. Dedicated account management reducing HACA administration

- e. Move from reactive to strategic and proactive fleet management

Ronnie and the maintenance team assisted with the research and defining of the best vehicles to start with. Elaine Scott also helped with the researching insurance and defining the liability and risk of not doing this. Monique recommends that the Board consider this.

Vice Chair Robinson asks if the vans that are being replaced can be part of the initial replacements. Nick assures the Board that the vehicle schedule can be created in whatever way best suits Asheville Housing Authority.

- 3. **Consent Agenda to accept all Resolutions:** Chairman asks for a motion to accept all resolutions as presented without verbal recitation.

- a. **Resolution 2024-5:** Resolution approving President and CEO as the Public Hearing Officer for HACA
- b. **Resolution – 2024-6:** Resolution approving the Replacement Reserve Budget for projects due
- c. **Resolution – 2024-7:** Resolution approving the corrections to the Closeout and End of Year financial statements for 2023
- d. **Resolution – 2024-8:** Resolution approving the Fleet Vehicle Agreement with Enterprise Fleet Management

AYE

NAY

Tilman Jackson
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Dr. Shantelle Simpson
Kidada Wynn

Dr. Shantelle Simpson

Kidada Wynn

MOTION

SECOND

- 4. **Commissioner Training:** Cherin Marmon-Saxe, Executive Assistant to the President & CEO, explained that she has been working directly with NAHRO to create a custom training for the Board to include Commissioner Fundamentals and Ethics courses, both of which are required for Commissioner certification.

- a. 12-hour training commitment is less than what it would be if classes taken separately
- b. Board will be trained together
- c. Better pricing model
- d. Timeframe for the training to be defined by the group based on availability

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Cherin will follow up with the Commissioners directly about this option for training.

5. **Meeting Adjournment:** There being no further business, the meeting was adjourned at 7:42 pm. The next scheduled meeting is Wednesday, March 27, 2024 at HACA Central Offices.



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Tilman Jackson, Board Chair

ATTEST:

Monique Pierre, Secretary

Transcribed by: Cherin Marmon-Saxe, HACA Executive Assistant to President & CEO