



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

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## **Executive Progress Report to the Board of Commissioners For Wednesday, April 24, 2024**

**Mission:** The Mission of the Housing Authority of the City of Asheville 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.

**Purpose of this Report:** This report is designed to keep the Board of Commissioners, Residents and Staff informed about the business of the HACA. It includes the monthly report for the month of **March 2024** and is shared publicly to encourage transparency in the operations of the HACA. This document will be presented monthly to the Board of Commissioners, by the President and CEO.

### **Urgent – Breaking News!**

There was a fire at the 36 Building at Hillcrest on March 31, 2024. There was some smoke and fire damage, but the structure is still intact. It is believed that this was an attempted arson and APD is investigating. Ms. Scott is working with our insurance company to get the adjuster out to the site and file the appropriate claims.

There have been three significant incidents that required police involvement. A firearm was discharged into an occupied dwelling on Granada Street and into vehicles causing damage to personal property on Stewart Street, a weapons violation also occurred at Deaverview.

### **Human Resources**

**Progress:**

1. There was one termination.
2. Continued posting for additional 9 positions
  - Site Manager
  - Assistant Site Manager
  - Director of Asset Management
  - Director of Maintenance
  - Administrative Assistant
  - File Clerk
  - Custodian – Arthur Edington Center
  - Maintenance Mechanic Technician

### **Community Relations**

**Progress:**

1. I attended a meeting with Equitable Housing to discuss affordable housing
2. Follow-up meeting was held with the Asheville City Manager and Assistant City Manager
3. I met with the US Attorney's Office Law Enforcement Coordinator



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4. I participated in the Building Bridges Panel Discussion

## Public Safety

### Progress:

1. There were 4 people added to the HACA Banned list for various offences.

## Resident Participation Activities and Engagement

### Progress:

1. The Resident Initiatives Coordinator position received 11 applicants.
2. Applicants will be prescreened, and interviews are expected to take place within the next few weeks.
3. Resident Services staff continue to assist the Resident Associations to identify eligible uses and effectively deliver resources and services

The role of the Resident Initiatives Coordinator (RIC) is to be a liaison with the Resident Council groups at each public housing site. The RICs will work with residents to build up participation, foster communications and encourage resident participation in matters of the Housing Authority, the City and HUD as it relates to their overall residency. The RICs will also coordinate with Resident Services staff to ensure coordination of activities and resources. The RICs report directly to the P&CEO.

## Accounting Monthly Report – Tara Boestan-Smith, Controller

### General Update –

1. We have chosen an independent auditor and the administration process is undergoing.
2. We are still in early process on digitalization of our Duke Bill that allow us to receive the paperless bills and pay that online.

## Resident Services Monthly Reporting - Shaunda Jackson, Director

### General Update –

We commend our Family Self-Sufficiency program for their outstanding achievements in the month of March. Their dedication and commitment have resulted in the enrollment of **six** new participants, providing crucial support and resources to individuals on their journey towards self-sufficiency. Additionally, the program's efforts have empowered **eight** participants to begin escrowing, taking significant steps towards financial independence and stability. Furthermore, we celebrate the remarkable success of one FSS participant who have graduated from the program, demonstrating the transformative impact of their hard work and determination. These accomplishments exemplify the effectiveness and dedication of our Family Self-Sufficiency team in empowering individuals and families to achieve their goals and build a brighter future.

### Acknowledgements –

In March, we assisted two HCV residents with car repairs, made possible by financing from the Dogwood HealthTrust grant for the FSS Program. Several FSS Team members participated in the United Way's annual **United 4 Youth Spring Convening** at AB Tech. During the event, we celebrated the collective



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achievements of our students, families, schools, and community partners in advancing our co-created Bold Community Goal. Key highlights included the official launch of the community data dashboard, updates on the U4Y Leadership Team, and engaging sessions on Restorative Practices, Data, and Adult Allyship for Youth. The event featured a keynote speaker, a solutions-focused panel, and afternoon workshops, emphasizing collaboration and future planning within the U4Y network.

We are delighted to share a recent success story within our FSS Program, highlighting the impactful work of Shadea, one of our dedicated team members. Through her diligent support and guidance, one of our FSS participants achieved a significant milestone: purchasing a car.

**Grandparents on Duty (G.O.D.)** held a community event in Hillcrest. The event was filled with good conversations, laughter, tasty food as well as an Easter raffle. The prizes included toiletries, socks, toys, books, school supplies and more. Thank you to Rochelle Clement for all of her hard work and dedication to the children and families in the Hillcrest community.

We extend our sincere gratitude to **AmeriHealth Caritas** for pledging to provide snacks to our Chosen PODS afterschool and summer camp for the entire month of June, July and August. Our goal of empowering the youth in our community depends on community cooperation and support.

Thomas (FSS/RSS) has taken proactive steps to address the nutritional needs of our community by forging a partnership with the Asheville Buncombe Food Policy Council, with a particular focus on residents at Deaverview. Through his initiative, we are planning informative sessions on food literacy, healthy eating habits, and strategies to combat food deserts. Thomas's commitment to empowering our residents with essential knowledge and resources exemplifies our mission to foster holistic well-being within our community. Thomas (FSS/RSS) and Duke (CHW) have demonstrated exemplary dedication in their roles by distributing diapers and wipes to over 40 families collectively from both sites, including other HACA properties, through our valued partnership with Babies Need Bottoms. Their tireless efforts not only address the immediate needs of our residents but also contribute significantly to the well-being of our community. Additionally, Thomas and Duke continue to provide essential support to residents in maintaining their housing stability by offering housekeeping assistance and connecting them with vital resources. Their commitment to serving others is truly commendable and reflects the core values of our organization.

Special shout out to my dedicated staff members **Karolina, Tamara, Parris, Shadea, and Angela** for their exceptional efforts in assisting with the Southside surveys. Their commitment to ensuring that we hear the voices of the people we serve is truly commendable. Through their diligent work, including making calls and personally knocking on doors, they have gone above and beyond to gather valuable insights and feedback from our community members.



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## **Key Indicators –**

### **Meeting/Exceeding Expectations:**

In order to guarantee that FSS cases are handled accurately and on time, **Andy Boell** helped with the cross-training between Housing Support Specialists and FSS. We went over the Yardi process step-by-step and discussed the FSS policy—the rationale behind the procedure. We appreciate the assistance and willingness to help provided by the Housing Support Specialists and their HCV department. Many thanks to Andy for organizing the training!

**Eric** (FSS/RSS/ HOP) made a contact with QB1 Enterprises who are investors into affordable homes for a potential collaboration with our Homeownership program. We are excited about what the future holds for our homeownership program participants!

**Robert** assisted Parks and Recs with organizing a movie night at Klondyke. The first event took place on Sunday, March 3rd, marking the beginning of what promises to be an enjoyable and enriching series of gatherings for families. Through these movie nights, we aim to provide opportunities for families to come together, bond, and create lasting memories in a fun and welcoming environment. The residents enjoyed DC League of Super Pets movie while sipping on marshmallow hot chocolate.

In the month of March **Tamara** enrolled two participants into Accelerate Buncombe and In March, Tamara, our dedicated team member, made significant strides in empowering residents and fostering community growth. Her efforts resulted in notable achievements across multiple programs:

**Accelerate Buncombe Enrollment:** Tamara successfully enrolled two participants into the Accelerate Buncombe program, providing them with valuable opportunities for career advancement and skills development.

**FSS Enrollment:** Tamara also facilitated the enrollment of two participants into the Family Self-Sufficiency (FSS) program, supporting them in their journey towards financial independence and stability.

**Educational Advancement:** Demonstrating her commitment to educational empowerment, Tamara assisted one participant in enrolling in AB Tech's Social Work Pathway program and another in the Phlebotomy class, opening doors to new career possibilities.

**Support for Homeownership:** Tamara's dedication extended to supporting two residents in their pursuit of homeownership. She provided valuable guidance and assistance in completing and submitting their applications to Habitat for Humanity, contributing to their dreams of owning a home.

**Increasing Interest in Homeownership:** Notably, Tamara has observed a growing number of residents expressing interest in homeownership, indicating the effectiveness of her efforts in promoting housing stability and community investment.

Tamara's accomplishments in March underscore her unwavering commitment to empowering residents and facilitating positive change within our community. Her dedication and passion



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continue to make a profound impact on the lives of those she serves, laying the foundation for a brighter and more prosperous future.

I would like to take a moment to extend a heartfelt thank you to **Karolina** for her outstanding contributions to our resident services team. Karolina's unwavering dedication and support to both our staff and the families we serve at HACA have not gone unnoticed.

Karolina's commitment goes beyond the call of duty, consistently going above and beyond to ensure that our team and the families we support have the resources they need to thrive. Her tireless efforts and positive attitude are truly commendable, and her impact on our organization is immeasurable.

Karolina, your hard work, dedication, and positive spirit are invaluable assets to our team. I want to express my sincere appreciation for all that you do. Your contributions do not go unnoticed, and you are a valued member of our team. Thank you for everything you do to make a difference in the lives of those we serve at HACA.

**Items of Moderate Concern:**

Residents are still experiencing the impact of our HCV wait list closures and transfers.

Resident Services continues to receive inquiries from community partners about when HACA will begin taking applications.

The FSS Team receives a lot of questions and inquiries about changes that have taken place within the HACA that employees do not have full information to share with the residents and/or community partners.

A growing number of evictions for nonpayment has an impact on a portion of the FSS participants. We lost over \$15,000 in escrow in March as a result of either a lease violation or noncompliance with program criteria.

Shaunda, Joyce, Misty, Thomas, Eric, and Duke are collaborating with the HR department to ensure that the afterschool program, as well as the custodian position, are adequately staffed. Additionally, they are involved in the recruitment process for upcoming resident unit cleaning and furniture removal specialist positions.

A proficient grant writer is needed to sustain ongoing funding efforts for our youth services, encompassing afterschool, summer programming and transportation. The necessity for dedicated grant writing support is paramount in ensuring the continuity and expansion of these vital initiatives. Additionally, the appointed grant writer will play a pivotal role in managing grant reports, facilitating transparency, accountability, and compliance with funding requirements. By securing the services of a skilled grant writer, we aim to fortify our capacity to secure essential resources and further advance our mission of providing impactful youth services within our communities.

Staff mentioned that the new Outlook version lacks a lot of capabilities the older version had. It makes work more difficult.



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Southside has not started passing out parking decal and is not sure of the start date to begin towing. Residents are inquiring about the location of visitor parking.

**Unexpected Anomalies/High Risk Concerns:**

Staff continue to experience difficulties with the Yardi software when attempting to process FSS cases. It generates additional work and exposes escrow calculations to the possibility of inaccuracies. Cases are being retrieved for evaluation, and corrections are being made immediately upon error detection. Yardi has been presented with numerous "technical assistance tickets."

The vacancies and high turnover in the eligibility specialist position continue to pose several challenges to staff and residents, namely FSS exits, documentation loss, and inaccuracies in the information provided to residents.

Due to the high volume of individuals utilizing the space at the Edington Center throughout the day, more than one custodian is needed to ensure cleanliness and maintenance. Currently interviewing for these positions.

**Miscellaneous:**

Monthly senior dinners at both the PVA and DVA sites have been scheduled for the third and fourth Thursdays of the month. These dinner gatherings provide a wonderful opportunity for our senior community members to come together, socialize, and enjoy a delicious meal in a welcoming environment.

**Family Self-Sufficiency/Homeownership Report - March 2024**

Family Self-Sufficiency Program	Central AVL	Southside	West AVL	Maple Crest	North AVL	Tenant-Based	Total
Current FSS Participants	8	36	27	3	36	139	249
Established FSS Accounts	6	33	17	2	26	99	183
Traditional escrow FSS Account Balances	\$21,924	\$104,980	\$30,002	\$2,184	\$89,398	\$493,987	\$742,474
Award based escrow FSS Account Balances	\$1,250.00	\$4,489.00	\$2,075.00	\$0.00	\$4,750.00	\$19,180	\$31,744
Total Distributed since 01/2017							\$1,592,763
Graduates (Since 1/2017)							155
<b>Results and Updates this Month:</b>	<b>We had six new participants in March and eight new escrow accounts. We had one graduation in March.</b>						
Homeownership Program	Central AVL	Southside	West AVL	Maple Crest	North AVL	Tenant-Based	Total
Current Homeownership Applicants	4	2	5	0	1	12	24
Completed Homebuyer Education	1	1	1	0	1	25	69
Completed All Prerequisites	0	2	1	0	1	14	18
Under Contract	0	1	0	0	0	0	0
New Homeowners (this month)	0	0	0	0	0	1	1
Total Current Homeowners							81
Total Homeowners to date							87
<b>Results and Updates this Month:</b>	<b>We had no new homeowners in March. We have no residents under contract.</b>						

**Grandparents On Duty G.O.D. event Hillcrest:**





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## Property Management Monthly Reporting

### Central Properties-Evette Smith, Director

#### General Update –

Central properties are continuing with daily activities of addressing our resident's needs, unit turns, and HQS inspections. We are gearing up for our annual Spring-Cleaning.

#### Acknowledgements –

I would like to thank and commend Rosita Locklear custodian of Bartlett and Altamont and Anthony Miller Custodian of Aston Tower for all that they do with keeping the properties clean. The last few years have been very challenging with the transients coming onto the properties after hours leaving behind their trash, etc. they both have pleasant attitudes and a good work ethic.

#### Key Indicators –

##### Meeting/Exceeding Expectations:

With the management team working steadily on rent collections we have reduced our delinquency rate and evictions for non-payment of rents. We are continuing to meet our passing goals for our monthly HQS inspections.

##### Items of Moderate Concern:

We are hoping to receive more files for available units in hopes of increasing our vacancy rate. We are continuing to work on strategies to decrease our unit turnaround time for all upcoming units.

##### Unexpected Anomalies/High Risk Concerns:

Elevator at Altamont Apartments went down on March 11th. We hired 3 residents to work the manual service elevator between the hours of 8am to 7pm Monday thru Thursday and 8am-5pm Friday, Saturday and Sunday.

##### Miscellaneous:

We are continuing the renovation of the units at Woodfin Apartments.

### North Properties-Rhodney Norman, Director

#### General Update –

General operations at all North properties are going well. The properties are fully staffed as we work on decreasing vacancies turnaround time.

Maintenance in the properties is current and at a manageable level as we continue vacancy turns, HQS inspections and work orders.

#### Acknowledgements –

I'd like to acknowledge the efforts of Management and Maintenance staff as they continue working





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with great customer service as well as assisting other properties in need.

### **Key Indicators –**

#### **Meeting/Exceeding Expectations:**

We welcomed 6 families this month as we continue to meet our HQS deadline with 11 QS inspections and 4 re-inspections.

#### **Items of Moderate Concern:**

We are getting higher numbers than usual in court filing with 18 for non-payment. We will continue with the outreach efforts and referrals to community agencies.

#### **Unexpected Anomalies/High Risk Concerns:**

Hillcrest had a vacant unit fire due to a break in. According to the fire investigator, it is suspected arson. Moving forward staff plan to perform weekend checks of all the vacant units.

#### **Miscellaneous:**

We have had some delays in replacement reserve work due to rainy days and rescheduling.

## **Southside-Sheri Guyton, Director**

### **General Update –**

Housekeeping inspections have commenced for 2024 and we will complete all 274 inspections by the end of May. This process has generated additional service requests for deficiencies and staff continue to work diligently while addressing the workload in a timely manner.

We continue to work on springtime clean which allows more focus on curb appeal.

### **Acknowledgements –**

Again, I'd like to commend the maintenance team at Southside under the direction of Damion Smith for keeping the service requests completed in a timely manner, turning quality apartments for new residents and transfers moving in and maintaining curb appeal with having litter free grounds while being understaffed.

### **Key Indicators –**

#### **Meeting/Exceeding Expectations:**

We welcomed 5 new families this month. We maintained occupancy while turning 7 vacant apartments to rent ready. Once a move in file is received, we are immediately scheduling move in. We had 18 HQS inspections and 8 re-inspections. Our team worked steadily to complete the issues on deficiencies and met our deadline on receiving a favorable green light from their efforts.

#### **Items of Moderate Concern:**

We are seeing a slight improvement in delinquent rent this month with less summary ejections filed. We continue to help residents secure funds to help bring their rent current. We encourage communication and continue to develop positive relationships with residents. We issued 9 summary ejections for non-payment with 5 being dismissed after receiving payment in full.



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**Unexpected Anomalies/High Risk Concerns:**

Southside has vacant positions open. We are currently searching for a Site Manager, Maintenance Technician and Grounds staff for trash pickup. Staff continue to have dual roles until suitable staff is hired.

**Miscellaneous:**

We are busy assisting residents with their vehicle registration. This process is slow going and we will continue this process until it is complete.

We are working on our "Clean Sweep" date for clean up on property with staff and community. We hope to get all 274 Southside residents involved.

**West Properties – Rhodney Norman, Director (reporting)**

**General Update –**

The staff is working hard to be proactive in making sure that work is completed, and potential issues are addressed. Managers are completing housekeeping inspections and addressing and maintenance issues during this time.

**Acknowledgements –**

I'd like to acknowledge Site managers of these properties; Mary Colbert and Angela James for their perseverance and dedication to the work of serving the residents and the organization every day.

**Key Indicators –**

**Meeting/Exceeding Expectations:**

West properties staff continue to meet the needs of residents, be fiscally responsible and maintain HACA assets to the best of their abilities.

**Items of Moderate Concern:**

We have seen a slight increase in delinquent rents due to residents failing to complete their annual recertifications. Managers have been busy knocking on doors to encourage residents to get them completed.

**Unexpected Anomalies/High Risk Concerns:**

PVA vacancies and HQS re-inspections remain higher than normal. We hope since we are fully staffed, we will see these numbers decrease over the next few months.

**Miscellaneous:**

N/A



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## Housing Choice Voucher Program Monthly Reporting

### Admissions – Noele Tackett, Co-Director

#### General Update –

No Report this month

### Continued Occupancy – Michelle Moore, Co-Director

#### General Update –

In March 2024, the Housing Choice Voucher Program had the following tenant-based vouchers leased:

- 278 VASH (VA Supportive Housing) Vouchers - issued by referral only by the VA
- 60 NED (Non-Elderly Disabled) Vouchers - issued by referral only by community partners with MOAs in place with HACA.
- 31 Mainstream Vouchers - issued by referral only by community partners with MOAs in place with HACA.
- 37 Emergency Housing Vouchers - issued by referral from CoA CoC, ABCCM, Eliada Homes, Helpmate, and Homeward Bound
- 7 Foster Youth to Independence (FYI) Vouchers
- 10 Enhanced Vouchers (also known as Tenant Protection Vouchers) - issued at Spruce Hill Apartments
- 6 Portable Vouchers - vouchers issued by other PHAs and approved to port (transfer) to HACA
- 78 Homeowner Vouchers

We also have 18 project-based vouchers leased up at LifeHouse, and 28 families were moved into PBV units, and the overall PBV occupancy rate was 93%.

#### Acknowledgements –

In March, the following Housing Support Specialist completed their Rent Calculation training through Quadell and passed their certification testing:

Moriah Mora

Ken Rodriguez

Ari Katzovich and

Nicole Dixon

#### Key Indicators –

##### Meeting/Exceeding Expectations:

During the month of March, Housing Support Specialists completed 212 on-time annual



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recertifications, and 289 Housing Quality Standards inspections were completed.

HCVP had nineteen (19) MTW enrollments in March, six (6) of which were enrollments at new admission/lease-up. Of the total nineteen (19), ten (10) were assigned to Stepped Rent and nine (9) were assigned to Stepped Rent. As of the end of March, 1027 households have been enrolled, 512 of which have been enrolled in Stepped Rent; the remaining 515 were assigned to the Standard Rent Calc method.

**Items of Moderate Concern:**

.HCVP's remaining staff vacancies include:

- one (1) Housing Support Specialist-Admissions position
- one (1) Housing Quality Standards (HQS) Inspector and
- one (1) Move to Work Support staff person.

HCVP continues to interview new candidates in hopes of filling the remaining vacancies.

**Unexpected Anomalies/High Risk Concerns:**

N/A

**Miscellaneous:**

HCVP has continued its training on its Yardi Rent Café portal. All Housing Support Specialists have completed training. Current training is focused on Admissions and applications.

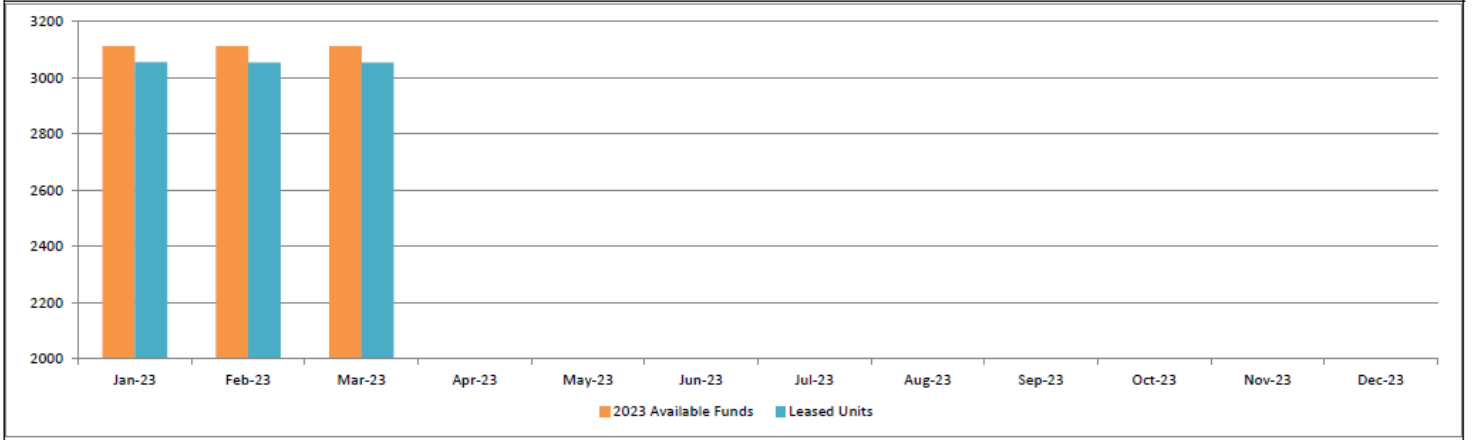
The goal of expanding our Yardi use to include Rent Café' is to improve efficiency by going paperless. The conversion process is anticipated to wrap up in the coming months. Once implemented, Rent Café will offer online applications (including application submission and ability to confirm wait list status), online recertifications, expanded landlord portal, and features such as online rent payments, online maintenance requests, etc., which will help other departments.



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Asheville Housing Vouchers - March 2024											
Voucher Program	Lease-Up						Monthly Processes				
	Total Vouchers	Available to Lease	Leased	Occupancy Rate	Available	Assigned/ Looking	Mobility Moves	Moved In	Moved Out	Inspect	Re-Exam
Project Based - RAD (HACA Owned & Managed Properties)	1525	1481	1356	91.6%	125	N/A	0	24	15	137	101
Project Based - LIFE House of Asheville (LH vouchers)	20	20	18	90.0%	1	1	0	0	0	1	3
Tenant Based - Regular HCV's	1368	1065	1173	110.2%	-108	75	0	21	0	95	85
Tenant Based - VA Supportive Housing (VASH) Vouchers	366	366	278	76.0%	88	23	0	12	0	24	9
Tenant Based - Non-Elderly Disabled (NED) Vouchers	75	75	60	80.0%	15	3	0	0	0	12	2
Tenant Based - Mainstream Vouchers	37	37	31	83.8%	6	3	0	0	0	3	3
Tenant Based - Emergency Housing Vouchers (EHV)	47	47	37	78.7%	6	0	0	0	0	4	2
Tenant Based - Foster Youth to Independence (FYI) Vouchers	8	8	7	87.5%	1	2	0	2	0	1	0
Tenant Based - Enhanced Vouchers (EVO) - Spruce Hill Apts	13	13	10	76.9%	3	0	0	0	0	6	0
Tenant Based - Portable (Vouchers Ported Out to Other PHAs)	N/A	N/A	6	N/A	0	0	0	0	0	0	0
Tenant Based - Homeownership	N/A	N/A	78	N/A	0	0	0	0	0	6	7
<b>Total HCVP</b>	<b>3459</b>	<b>3112</b>	<b>3054</b>	<b>98.1%</b>	<b>137</b>	<b>107</b>	<b>0</b>	<b>59</b>	<b>15</b>	<b>289</b>	<b>212</b>

Housing Choice Voucher - Annual Trends													
Program	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Average
2023 Available Funds	3112	3112	3112										3112
Leased Units	3055	3054	3054										3054
%	98.2%	98.1%	98.1%										98.2%
Wait List	4025	3483	3487										3665

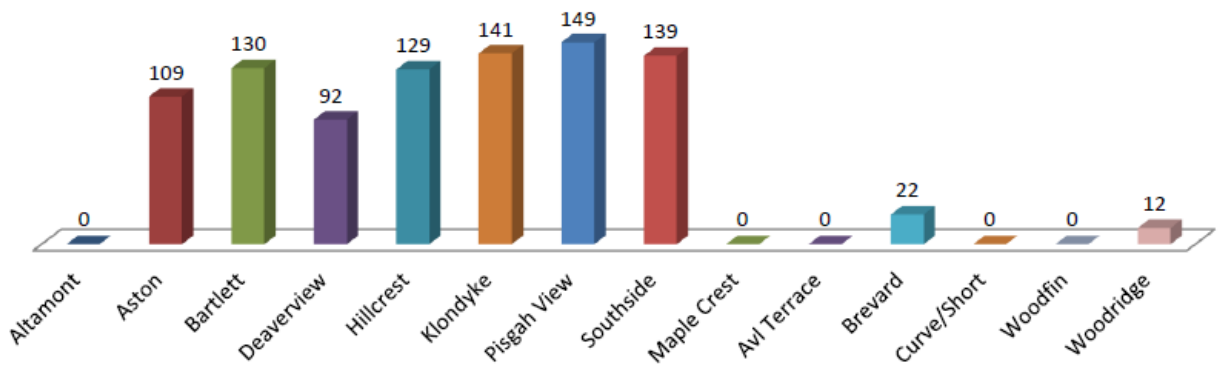




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Asheville Housing & Related Properties - Occupancy March 2024										
Property	Units	Occupied	Occ Rate	Rehab/ Hold	Make Ready	Ready	Moved In	Vacant Days	Average	
RAD PBV	Altamont	55	52	⚠ 95%		3	0	0	✓ 0	
	Aston	161	147	✘ 91%		14	1	109	✘ 109	
	Bartlett	114	105	✘ 92%		9	3	389	✘ 130	
	Deaverview	160	139	✘ 87%	7	14	1	92	✘ 92	
	Hillcrest	227	210	✘ 93%		17	8	1031	✘ 129	
	Klondyke	182	176	⚠ 97%	1	5	3	424	✘ 141	
	Pisgah View	256	227	✘ 89%		29	3	446	✘ 149	
	Southside	274	264	⚠ 96%		10	5	697	✘ 139	
	Maple Crest	96	87	✘ 91%		9	0	0	✓ 0	
Other	Avl Terrace	248	233	⚠ 94%	1	12	2	0	✓ 0	
	Brevard	163	162	✓ 99%		1	2	44	✓ 22	
	Curve/Short	2	1	✘ 50%	1		0	0	✓ 0	
	Woodfin	19	0	✘ 0%	19		0	0	✓ 0	
	Woodridge	160	160	✓ 100%			2	24	✓ 12	
<b>Total</b>	<b>2117</b>	<b>1963</b>	<b>✘ 93%</b>	<b>29</b>	<b>123</b>	<b>2</b>	<b>28</b>	<b>3256</b>	<b>✘ 116</b>	

**Average Days to Lease Up**





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## **Financial Reports**



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**Housing Authority of the City of Asheville**  
**Revenue and Expense Summary**  
**March 31, 2024**

**RAD Properties**

	2024 Budget	03/2024 Actual	Year To Date Actual	2024 Budget Amount Remaining to Earn/Expend
<b>INCOME</b>				
TENANT INCOME	14,727,518.52	1,193,486.00	3,637,120.47	11,090,398.05
GRANT INCOME	0.00	0.00	0.00	0.00
OTHER INCOME	110,074.92	1,061.41	9,012.06	101,062.86
<b>TOTAL INCOME</b>	<b>14,837,593.44</b>	<b>1,194,547.41</b>	<b>3,646,132.53</b>	<b>11,191,460.91</b>
<b>EXPENSES</b>				
ADMINISTRATIVE EXPENSES	2,613,640.56	189,792.93	600,249.12	2,013,391.44
TENANT SERVICES EXPENSES	190,917.72	10,935.76	23,101.52	167,816.20
UTILITY EXPENSES	3,918,150.00	379,740.53	1,282,071.58	2,636,078.42
MAINTENACE EXPENSES	7,007,821.20	536,804.30	1,439,337.30	5,568,483.90
PROTECTIVE SERVICES	196,599.96	14,912.53	66,470.08	130,129.88
GENERAL EXPENSES	706,919.76	40,677.22	161,283.76	545,636.00
SECURITY/LAW ENFORMENT	0.00	0.00	0.00	0.00
<b>TOTAL NON-OPERATING ITEMS</b>	<b>-174,803.16</b>	<b>0.00</b>	<b>-14,647.43</b>	<b>-160,155.73</b>
<b>TOTAL EXPENSES</b>	<b>14,459,246.04</b>	<b>1,172,863.27</b>	<b>3,557,865.93</b>	<b>10,901,380.11</b>
<b>NET INCOME</b>	<b>378,347.40</b>	<b>21,684.14</b>	<b>88,266.60</b>	<b>290,080.80</b>
REPLACEMENT RESERVES EXPENSES	2,015,999.76	140,680.10	233,439.51	1,782,560.25
REPLACEMENT RESERVE DEPOSITS	1,695,172.32	139,876.00	419,628.00	1,275,544.32





**ASHEVILLE HOUSING AUTHORITY**  
**165 SOUTH FRENCH BROAD AVE.**  
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**Other HACA Properties**

	2024 Budget	03/2024 Actual	Year To Date Actual	2024 Budget Amount Remaining to Earn/Expend
<b>INCOME</b>				
NET TENANT INCOME	15,225.00	3,495.00	10,485.00	4,740.00
GRANT INCOME	0.00	0.00	0.00	0.00
OTHER INCOME	352,000.08	1,992.42	4,387.98	347,612.10
<b>TOTAL INCOME</b>	<b>367,225.08</b>	<b>5,487.42</b>	<b>14,872.98</b>	<b>352,352.10</b>
<b>EXPENSES</b>				
ADMINISTRATIVE EXPENSES	1,800.00	1,319.82	1,771.33	28.67
TENANT SERVICES EXPENSES	0.00	215.30	215.30	-215.30
UTILITY EXPENSES	4,545.24	4,178.98	12,614.17	-8,068.93
MAINTENACE EXPENSES	14,080.08	24,147.97	31,204.84	-17,124.76
GENERAL EXPENSES	1,600.08	2,969.10	7,188.10	-5,588.02
NON-OPERATING ITEMS	0.00	12,973.51	16,806.99	-16,806.99
<b>TOTAL EXPENSES</b>	<b>22,025.40</b>	<b>45,804.68</b>	<b>69,800.73</b>	<b>(47,775.33)</b>
<b>NET INCOME</b>	<b>345,199.68</b>	<b>(40,317.26)</b>	<b>(54,927.75)</b>	<b>400,127.43</b>
TOTAL REPLACEMENT RESERVES	-	-	-	-
TOTAL REPLACEMENT RESERVE DEPOSITS	-	-	-	-



**ASHEVILLE HOUSING AUTHORITY**  
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**Housing Choice Voucher Program**

	2024 Budget	03/2024 Actual	Year To Date Actual	2024 Budget Amount Remaining to Earn/Expend
<b>INCOME</b>				
NET TENANT INCOME	-	-	-	0.00
GRANT INCOME	33,197,250.00	2,653,796.02	7,900,523.08	25,296,726.92
OTHER INCOME	2,490.72	9.39	27.45	2,463.27
<b>TOTAL INCOME</b>	<b>33,199,740.72</b>	<b>2,653,805.41</b>	<b>7,900,550.53</b>	<b>25,299,190.19</b>
<b>EXPENSES</b>				
ADMINISTRATIVE EXPENSES	2,644,564.92	165,891.10	492,669.39	2,151,895.53
TENANT SERVICES EXPENSES	47,000.04	0.00	2,000.00	45,000.04
UTILITY EXPENSES	999.96	0.00	0.00	999.96
MAINTENACE EXPENSES	147,149.88	2,103.44	7,929.91	139,219.97
GENERAL EXPENSES	0.00	25,223.48	56,975.91	-56,975.91
HOUSING ASSISTANCE PAYMENTS	30,070,000.08	2,569,343.00	7,624,413.00	22,445,587.08
<b>TOTAL EXPENSES</b>	<b>32,909,714.88</b>	<b>2,762,561.02</b>	<b>8,183,988.21</b>	<b>24,725,726.67</b>
<b>NET INCOME</b>	<b>290,025.84</b>	<b>(108,755.61)</b>	<b>(283,437.68)</b>	<b>524,255.42</b>



**ASHEVILLE HOUSING AUTHORITY**  
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**Central Office**

	2024 Budget	03/2024 Actual	Year To Date Actual	2024 Budget Amount Remaining to Earn/Expend
<b>INCOME</b>				
NET TENANT INCOME	-	-	-	0.00
GRANT INCOME	-	-	-	0.00
OTHER INCOME	2,611,850.16	172,771.48	564,483.47	2,047,366.69
<b>TOTAL INCOME</b>	<b>2,611,850.16</b>	<b>172,771.48</b>	<b>564,483.47</b>	<b>2,047,366.69</b>
<b>EXPENSES</b>				
ADMINISTRATIVE EXPENSES	1,911,200.16	107,851.13	377,868.97	1,533,331.19
TENANT SERVICES EXPENSES	6,000.00	0.00	0.00	6,000.00
UTILITY EXPENSES	62,874.96	1,346.16	12,430.14	50,444.82
MAINTENACE EXPENSES	411,525.12	12,702.30	32,555.01	378,970.11
PROTECTIVE SERVICES	9,000.00	32.44	1,903.47	-1,871.03
GENERAL EXPENSES	52,200.24	6,953.52	15,101.60	50,296.77
FINANCING EXPENSES	-	-	-	0.00
NON-OPERATING ITEMS	999.96	0.00	0.00	999.96
<b>TOTAL EXPENSES</b>	<b>2,453,800.44</b>	<b>128,885.55</b>	<b>439,859.19</b>	<b>2,018,171.82</b>
<b>NET INCOME</b>	<b>158,049.72</b>	<b>43,885.93</b>	<b>124,624.28</b>	<b>29,194.87</b>



**ASHEVILLE HOUSING AUTHORITY**  
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**Edington Center & PODS**

	2024 Budget	03/2024 Actual	Year To Date Actual	2024 Budget Amount Remaining to Earn/Expend
<b>INCOME</b>				
NET TENANT INCOME	300.00	0.00	0.00	300.00
GRANT INCOME	1,752,173.00	8,361.30	12,261.30	1,739,911.70
OTHER INCOME	1,063,200.00	101,083.59	109,268.23	953,931.77
<b>TOTAL INCOME</b>	<b>2,815,673.00</b>	<b>109,444.89</b>	<b>121,529.53</b>	<b>2,694,143.47</b>
<b>EXPENSES</b>				
ADMINISTRATIVE EXPENSES	1,028,660.88	74,349.29	257,667.26	770,993.62
TENANT SERVICES EXPENSES	714,400.08	4,263.76	10,273.91	704,126.17
UTILITY EXPENSES	46,950.00	11,667.50	16,308.68	30,641.32
MAINTENACE EXPENSES	234,754.92	4,829.55	25,419.40	209,335.52
PROTECTIVE SERVICES	-	-	-	0.00
GENERAL EXPENSES	26,600.04	2,457.64	7,927.08	18,672.96
NON-OPERATING ITEMS	0.00	0.00	5,872.00	-5,872.00
<b>TOTAL EXPENSES</b>	<b>2,051,365.92</b>	<b>97,567.74</b>	<b>323,468.33</b>	<b>1,727,897.59</b>
<b>NET INCOME</b>	<b>764,307.08</b>	<b>11,877.15</b>	<b>(201,938.80)</b>	<b>966,245.88</b>



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## Resolutions

**2024-12: Annual Plan Final Approval**

**2024-13: Lakeshore Villas Final Approval**

**2024-14: Rocky River Apartments Inducement**



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## **Resolution 2024-12: Final Approval of 2024 Annual Plan**

### **RESOLUTION APPROVING HACA 2024 ANNUAL PLAN**

The Housing Authority of the City of Asheville is required by the US Department of Housing and Urban Development (HUD) to have a 5-year Public Housing Annual Plan. Additionally, each year the progress of the plan must be reported to HUD, highlighting significant changes.

Over the past 12 months several Resident Participation sessions have been held to collaborate on what the Housing Authority can do to improve the quality of resident life on their sites, and what they desire to see changed as it relates to customer service, safety, and youth activities. The residents offered valuable and thoughtful insight that has helped shape some of the changes that have been made to the plan this fiscal year.

WHEREAS, the Housing Authority of the City of Asheville (the “HACA” or “Authority”) is required by HUD to develop a Public Housing Annual Plan (“PHA Plan”) that describes the Authority's mission, and goals and objectives for achieving its mission, and

WHEREA, HACA has prepared their 2024 PHA Plan and MTW supplement as required by HUD, and

WHEREA, HACA sought input from residents on the 2024 PHA Plan and MTW supplement, and

WHEREAS, Resident Participation meetings were held in July and August of 2023 and January of 2024, where the residents were introduced to the updates and changes to the 2024 PHA Plan, and participated in input sessions about the proposed goals and actions defined in the plan, and

WHEREAS, the PHA Plan was made available to the public for review and comment during the required 45- day period, and

WHEREAS, a public hearing was held on April 1, 2024, regarding the PHA Plan, to solicit public input.

**NOW, THEREFORE, BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE CITY OF ASHEVILLE:**

1. The Board of Commissioners hereby approves the proposed HACA 2024 Public Housing Annual Plan for Fiscal 2024.



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2. The Board of Commissioners directs and authorizes the President and CEO or her Designee to submit the HACA PHA Plan, with all required documents and certifications to the Department of Housing and Urban Development (HUD) as required.
3. The Board of Commissioners hereby directs and authorizes the President and CEO to adopt the HACA 2024 PHA Plan upon their successful approval from HUD.
4. All acts of the officers and staff of the Authority in furtherance of the purposes of this resolution are hereby ratified and approved.
5. This resolution shall take effect immediately upon its passage.

**RECORDING OFFICER'S CERTIFICATION**

I, Monique Pierre, the duly appointed Secretary of the Housing Authority of the City of Asheville, do hereby certify that Resolution No. **2024-12** was properly adopted at a regular meeting held April 24, 2024.

By: \_\_\_\_\_  
Monique L. Pierre, Secretary

(SEAL)



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## **Resolution 2024-13: Lakeshore Villas Final Approval**

### **RESOLUTION AUTHORIZING THE ISSUANCE AND SALE OF MULTIFAMILY HOUSING REVENUE BONDS (LAKESHORE VILLAS), SERIES 2024**

WHEREAS, Lakeshore Villas, LLC, a North Carolina limited liability company (the “Borrower”), has requested that the Housing Authority of the City of Asheville (the “Authority”) assist it in financing a portion of the cost of the acquisition, construction and equipping of a 120-unit multifamily residential rental facility to be known as Lakeshore Villas and located in Arden, Buncombe County, North Carolina (the “Project”); and

WHEREAS, the Authority proposes to provide the financing for the Project by the issuance of its multifamily housing revenue bonds, to be designated Multifamily Housing Revenue Bonds (Lakeshore Villas), Series 2024, in the aggregate principal amount not to exceed \$23,500,000 (the “Bonds”); and

WHEREAS, a portion of the cost of the Project will be financed with funds provided by a tax credit investor as a result of the purchase of 4% low-income housing tax credits available under Section 42 of the Code; and

WHEREAS, the Borrower has received an allocation of volume cap for the Bonds and the Project from the North Carolina Housing Finance Agency, and the North Carolina Federal Tax Reform Allocation Committee as required by Section 146 of the Code; and

WHEREAS, the Authority proposes to authorize and, where applicable, execute the following instruments to carry out the transactions described above (the “Documents”):

(a) Trust Indenture (the “Indenture”), between the Authority and U.S. Bank Trust Company, National Association, as trustee (the “Trustee”), authorizing the issuance of the Bonds and providing for the terms and details thereof and the security therefor, together with the form of the Bonds attached thereto; and

(b) Loan Agreement (the “Loan Agreement”), between the Authority and the Borrower, providing for the terms and conditions pursuant to which the loan of the proceeds of the Bonds will be made by the Authority to the Borrower, together with a Promissory Note from the Borrower to the Authority, which the Authority will assign to the Trustee (the “Note”);

(c) Regulatory Agreement and Declaration of Restrictive Covenants (the “Regulatory Agreement”), by the Borrower for the benefit of the Authority and the Trustee, pursuant to which the Borrower agrees to comply with the requirements of the Code relating to low and moderate income housing; and





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(d) Preliminary Official Statement (the “Preliminary Official Statement”) relating to the offering and sale of the Bonds; and

(e) Bond Purchase Agreement to be dated the date of the sale of the Bonds (the “Bond Purchase Agreement”) among the Borrower, the Authority and Stifel, Nicolaus & Company, Incorporated (the “Underwriter”), providing for the issuance and sale by the Authority and the purchase by the Underwriter of the Bonds;

**NOW, THEREFORE, BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE CITY OF ASHEVILLE:**

1. The Authority hereby determines to provide financing to the Borrower for the acquisition, construction and equipping of the Project through the issuance of the Bonds pursuant to the North Carolina Housing Authorities Law, Article 1 of Chapter 157 of the General Statutes of North Carolina, as amended, the deposit of the proceeds thereof with the Trustee and the advance of such proceeds to the Borrower in accordance with the Loan Agreement.

2. The Authority hereby authorizes the issuance and sale of the Bonds pursuant to the Indenture and in accordance with the terms set forth in the Bond Purchase Agreement and the Indenture. The Bonds will bear interest at the rates and will mature, be subject to mandatory tender and be redeemed in the years and amounts all as set forth in the Indenture; provided, however, that the aggregate principal amount of the Bonds shall not exceed \$23,500,000.

3. Each of the Chairman, Vice Chairman or Chief Executive Officer of the Authority or their respective designees are each hereby authorized and directed to execute and deliver the Indenture, the Loan Agreement, the Regulatory Agreement and the Bond Purchase Agreement to the other parties thereto.

4. The distribution of the Preliminary Official Statement by the Underwriter to prospective purchasers of the Bonds is hereby approved. The Authority is authorized to deem the Preliminary Official Statement to be “final” within the meaning of Rule 15c2-12 of the Rules and Regulations promulgated under the Securities Exchange Act of 1934, as amended. The Chairman, Vice Chairman or Chief Executive Officer of the Authority or their respective designees are hereby authorized and directed to approve and deliver the final Official Statement (in substantially the form of the Preliminary Official Statement, but incorporating the final terms and details of the Bonds) to the Underwriter and the Underwriter is hereby authorized and directed to distribute the Official Statement to the purchasers of the Bonds.

5. The Chairman or Vice Chairman of the Authority or their respective designees are hereby authorized and directed to execute and deliver the Bonds in the manner and subject to the conditions provided in the Indenture to the Trustee for authentication and to cause the Bonds so



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executed and authenticated to be delivered to or for the account of the Underwriter upon payment of the purchase price therefor as provided in the Bond Purchase Agreement.

6. The Documents and the Bonds (in the form of Exhibit A to the Indenture) shall be in substantially the forms previously reviewed by staff and described herein, which are hereby approved, with such completions, omissions, insertions and changes as may be necessary to reflect the final terms of the Bonds, including any changes that may be required by any rating agency that is rating the Bonds, any changes in dates as may be required to reflect the date of the actual closing, and as otherwise approved by the officers of the Authority executing them after consultation with bond counsel and counsel to the Authority, their execution to constitute conclusive evidence of their approval of any such completions, omissions, insertions and changes.

7. Any authorization made hereby to the officers of the Authority to execute a Document shall include authorization to the Chairman, Vice Chairman or Chief Executive Officer of the Authority or their respective designees to execute the document, authorization to the Secretary or any Assistant Secretary to affix the seal of the Authority to such document and attest such seal if necessary, and, where appropriate, to deliver it to the other parties thereto, all in the manner provided in the Documents.

8. Such officers are hereby authorized and directed to execute and deliver any and all other documents, agreements, instruments, and certificates in the name and on behalf of the Authority and to take such other actions on behalf of the Authority as may be necessary or desirable to the issuance of the Bonds, including but not limited to a tax certificate, tax forms and other certificates. All other acts of the officers of the Authority previously taken or to be taken that are in conformity with the purposes and intent of this resolution and in furtherance of the undertaking of the Project and the issuance and sale of the Bonds are hereby authorized, ratified, confirmed and approved.

9. This resolution shall take effect immediately upon its passage.



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**RECORDING OFFICER'S CERTIFICATION**

I, Monique Pierre, the duly appointed Secretary of the Housing Authority of the City of Asheville, do hereby certify that Resolution No. **2024-13** was properly adopted at a regular meeting held April 24, 2024.

By: \_\_\_\_\_  
Monique L. Pierre, Secretary

(SEAL)



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## **Resolution 2024-14: Rocky Rivers Inducement**

**RESOLUTION GIVING PRELIMINARY APPROVAL TO ISSUANCE  
OF MULTIFAMILY HOUSING REVENUE BONDS TO FINANCE THE  
ACQUISITION, CONSTRUCTION AND EQUIPPING OF AN AFFORDABLE  
HOUSING DEVELOPMENT – ROCKY RIVER APARTMENTS**

WHEREAS, Rocky River Apartments NC LLC, a North Carolina limited liability company, or another affiliated or related entity of Fitch Irick Corporation (the “Borrower”), has requested that the Housing Authority of the City of Asheville (the “Authority”) assist it in financing the acquisition, construction and equipping of a 120-unit affordable housing development to be known as Rocky River Apartments and located in Woodfin, Buncombe County, North Carolina (the “Development”); and

WHEREAS, pursuant to Section 157-39.1 of the General Statutes of North Carolina, the jurisdiction of the Authority extends to up to ten miles outside the city limits of the City of Asheville and the proposed Development will be located within ten miles of the city limits of the City of Asheville; and

WHEREAS, the Borrower has described to the Authority the benefits of the Development to the State of North Carolina and has requested the Authority agree to issue its multifamily housing revenue bonds in such amounts as may be necessary to finance the costs of acquiring, constructing and equipping the Development; and

WHEREAS, the Authority is of the opinion that the Development is a facility which can be financed under the Housing Authorities Law, Article 1 of Chapter 157 of the North Carolina General Statutes (the “Act”) and that the financing of the same will be in furtherance of the purposes of the Act;

**NOW, THEREFORE, BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE  
CITY OF ASHEVILLE:**

1. It is hereby found and determined that the Development will involve the acquisition, construction and equipping of an affordable residential rental facility to serve persons of low and moderate income, and that therefore, pursuant to the terms and subject to the conditions hereinafter stated and the Act, the Authority agrees to assist the Borrower by undertaking the issuance of the Authority’s multifamily housing revenue bonds (the “Bonds”) in one or more series in an aggregate amount now estimated not to exceed Twenty-Four Million Dollars (\$24,000,000) to provide all or part of the cost of the Development.



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2. The Authority intends that the adoption of this resolution be considered as “official action” toward the issuance of the Bonds within the meaning of the regulations issued by the Internal Revenue Service pursuant to Section 150 of the Internal Revenue Code of 1986, as amended (the “Code”), which will permit the Borrower to incur costs and to reimburse those costs with the proceeds of the Bonds.

3. The Bonds shall be issued in such series and amounts and upon such terms and conditions as are mutually agreed upon between the Authority and the Borrower. The Authority and the Borrower shall enter into a “financing agreement” pursuant to the Act for a term and providing payments sufficient to pay the principal of, premium, if any, and interest on the Bonds and to pay all of the expenses of the Authority in connection with the Bonds and the Development. The Bonds will be issued pursuant to an indenture or other agreement between the Authority and a trustee (the “Trustee”) or the bondholder which will set forth the form and terms of the Bonds and will assign to the Trustee for the benefit of the holders of the Bonds, or directly to the bondholder, the Authority’s rights to payments under the financing agreement. The Bonds shall not be deemed to constitute a debt or a pledge of the faith and credit of the State of North Carolina or any political subdivision or agency thereof, including the Authority and the City of Asheville, but shall be payable solely from the revenues and other funds provided under the proposed agreements with the Borrower. It is understood and agreed by the Authority and the Borrower that nothing contained in this resolution shall be construed or interpreted to create any personal liability of the officers or commissioners from time to time of the Authority.

4. The Authority and the Borrower will proceed, upon the prior advice, consent and approval of the Borrower, bond counsel and the Authority’s counsel, to obtain approvals in connection with the issuance and sale of the Bonds, including, without limitation, from the City Council of the City of Asheville, the Town Council of the Town of Woodfin, and the North Carolina Local Government Commission, if applicable.

5. It having been represented to the Authority that it is desirable to proceed with the acquisition, construction and equipping of the Development, the Authority agrees that the Borrower may proceed with plans for such acquisition, construction and equipping, enter into contracts for the same, obtain interim construction financing therefor, and take such other steps as it may deem appropriate in connection therewith, provided that nothing herein shall be deemed to authorize the Borrower to obligate the Authority without its written consent in each instance to the payment of any monies or the performance of any act in connection with the Development and no such consent shall be implied from the Authority’s adoption of this resolution. The Authority agrees that the Borrower may be reimbursed from the proceeds of the Bonds for all qualifying costs so incurred by it as permitted by Internal Revenue Service Regulations Section 1.150-2.

6. All obligations hereunder of the Authority are subject to the further agreement of the Authority and the Borrower, receipt of necessary approvals (including allocation of volume cap),



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satisfactory underwriting of the Development, and mutual agreement to the terms for the Bonds, including the execution of a financing agreement, indenture, or security agreement and other documents and agreements necessary or desirable for the issuance, sale and delivery of the Bonds.

7. The officers and employees of the Authority are hereby authorized and directed to take all actions in furtherance of the issuance of the Bonds, including holding a public hearing with respect to the financing of the Development through the issuance of the Bonds.
8. The Authority hereby approves McGuireWoods LLP, Raleigh, North Carolina, to act as bond counsel for the Bonds.
9. This resolution shall take effect immediately upon its passage.

**RECORDING OFFICER’S CERTIFICATION**

I, Monique Pierre, the duly appointed Secretary of the Housing Authority of the City of Asheville, do hereby certify that Resolution No. 2024-14 was properly adopted at a regular meeting held April 24, 2024.

By: \_\_\_\_\_  
Monique L. Pierre, Secretary

(SEAL)