HOUSING AUTHORITY OF THE CITY OF ASHEVILLE

# RESOLUTIONS

## Wednesday August 26, 2026

- **Resolution 2026-29:** Approval to Write Off Bad Debt May & June 2026
- **Resolution 2026-30:** Approval of 2027 MTW Waivers and Supplement Change
- **Resolution 2026-31:** Approval to Rename Atkinson Street to Elder Johnny Hayes Way

**RESOLUTION NO. 2026-29**

**RESOLUTION TO WRITE OFF BAD DEBT FOR PAST DUE ACCOUNTS: MAY - JUNE 2026**

The Housing Authority of the City of Asheville ("HACA" or "Authority"), to comply with Generally Accepted Accounting Principles (GAAP), writes off unpaid accounts receivables deemed uncollectible on a semi-annual basis. The write-off of bad debt in no way prevents the HACA from continuing to collect balances owed by current and former tenants or landlords for unpaid rent, late fees, excess utilities, overpayment of rental assistance, tenant caused damage, etc.

**WHEREAS,** HACA collects unpaid monies owed for services including rent, late fees, court costs, excess utilities, tenant caused damage, and overpayment of rental assistance; and

**WHEREAS,** each individual with monies owed has been notified of their debt and given the opportunity to pay; and

**WHEREAS,** HACA has made every reasonable effort to collect unpaid monies; and

**WHEREAS**, it is the desire of HACA to clean up the financial records and books and avoid the carry-over of accounts receivables as available revenue,

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

1. The Board of Commissioners hereby directs and authorizes the President and CEO or Designee to take whatever action is deemed appropriate to write off old accounts receivables existing on the financial books and records of HACA which are delinquent and have a minimal likelihood of collection.
2. The President & CEO or Designee is hereby authorized and directed, in the name and on behalf of the HACA, to negotiate, execute and deliver all such agreements, documents and instruments and take all such other actions as shall be determined to be necessary or desirable and any additional actions that are legally permissible and necessary or advisable to carry it out.
3. All acts of the officers and staff of the Authority in furtherance of the purposes of this resolution are hereby ratified and approved.
4. This resolution shall take effect immediately upon its passage.

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HOUSING AUTHORITY OF THE CITY OF ASHEVILLE

## RECORDING OFFICER'S CERTIFICATION

I, Ella Santos, the duly appointed Secretary of the Housing Authority of the City of Asheville, do hereby certify that Resolution **No. 2026-29** was properly adopted at a regular meeting held **August 26, 2026**

By: _____
Ella Santos, Secretary

(SEAL)

| Write Off Summary | |
|---|---|
| Move Out Between: 05/01/2026 - 05/31/2026 | |
| Total Write Off | $20,714.39 |
| Write Off Date: | |

| Property | Total Write Off |
|---|---|
| M01 - Bartlett Arms | $ - |
| M03 - Pisgah View | $ 10,896.39 |
| M04 - Hillcrest | $ - |
| M06 - Aston Gardens & Towers | $ - |
| M08 - Southside (Erskine, Livingston, Walton) | $ - |
| M09 - Deaverview | $ 3.00 |
| M10 - Altamont | $ - |
| M12 - Klondyke and Scattered Sites | $ - |
| MAT - Asheville Terrace | $ 9,815.00 |

Note: Write Offs must return to a monthly posting to ensure accurate financial reporting. May's board approval for July-December 2025 write offs created a misrepresentation of tenant accounts receivable at year end 12/31/2025. The values above represent the write offs necessary to be caught up for 2026 and return to GAAP compliance. Moving forward, the monthly write off values will be provided in each board meeting for review and approval.

Note: Values subject to decrease based on required completion on Deposit Accounting.

| Write Off Summary | |
|---|---|
| Move Out Between: 06/01/2026 - 06/30/2026 | |
| Total Write Off | $33,509.63 |
| Write Off Date: | 8/31/2026 |

| Property | Total Write Off |
|---|---|
| M01 - Bartlett Arms | $ 8,193.00 |
| M03 - Pisgah View | $ - |
| M04 - Hillcrest | $ 11,049.55 |
| M06 - Aston Gardens & Towers | $ - |
| M08 - Southside (Erskine, Livingston, Walton) | $ 7,570.28 |
| M09 - Deaverview | $ - |
| M10 - Altamont | $ 2,933.20 |
| M12 - Klondyke and Scattered Sites | $ 199.60 |
| MAT - Asheville Terrace | $ 3,564.00 |

Note: Write Offs must return to a monthly posting to ensure accurate financial reporting. May's board approval for July-December 2025 write offs created a misrepresentation of tenant accounts receivable at year end 12/31/2025. The values above represent the write offs necessary to be caught up for 2026 and return to GAAP compliance. Moving forward, the monthly write off values will be provided in each board meeting for review and approval.

Note: Values subject to decrease based on required completion on Deposit Accounting.

**RESOLUTION NO. 2026-30**

**RESOLUTION APPROVING MOVING TO WORK (MTW) WAIVERS AAND SUPPLEMENT**

The Housing Authority of the City of Asheville ("HACA" or "Authority"),

**WHEREAS,** HACA is a participant in the U.S. Department of Housing and Urban Development ("HUD") Moving to Work ("MTW") Demonstration Program; and

**WHEREAS,** participation in the MTW Demonstration provides HACA with certain flexibility to design and implement locally responsive housing policies and initiatives consistent with applicable MTW statutory objectives and HUD requirements; and

**WHEREAS,** HACA has identified certain MTW waivers and a change to its MTW Supplement (appendices attached) that supports the Authority's operational and programmatic goals and further its ability to serve residents, participants, and the Asheville community; and

**WHEREAS,** the proposed MTW waivers and MTW Supplement change were made available for public review and comment in accordance with applicable HUD requirements and HACA's public participation process, and the Board of Commissioners has reviewed the proposed waivers and Supplement change together with any public comments received;

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

1. The Board of Commissioners hereby approves the Moving to Work (MTW) waivers and the MTW Supplement change as set forth in the Appendices attached hereto and incorporated herein by reference.
2. The President & CEO or Designee is hereby authorized and directed, in the name and on behalf of HACA, to take all actions necessary or appropriate to submit the approved MTW waivers and MTW Supplement change to HUD, incorporate the approved actions into HACA's applicable MTW planning and reporting documents, and provide any additional documentation, certifications, revisions, or information required by HUD.
3. Implementation of any MTW waiver or MTW Supplement change requiring HUD approval shall be contingent upon receipt of such approval and shall be carried out in accordance with applicable HUD requirements and HACA policies.
4. All acts of the officers and staff of the Authority in furtherance of the purposes of this resolution are hereby ratified and approved. This resolution shall take effect immediately upon its passage.

HOUSING AUTHORITY OF THE CITY OF ASHEVILLE

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## RECORDING OFFICER'S CERTIFICATION

I, Ella Santos, the duly appointed Secretary of the Housing Authority of the City of Asheville, do hereby certify that Resolution **No. 2026-30** was properly adopted at a meeting held on **August 26, 2026.**

By: _____
Ella Santos, Secretary

(SEAL)

**Appendix I: Asheville Housing MTW Activity No. 2027-1 – Initial Rent Burden**

Asheville Housing will waive the maximum family share of 40% of the family's adjusted monthly income.

The agency will maintain the 40% guideline as the benchmark for the sake of providing rent limit documentation to voucher holders, and it will remain the default for staff in approving Requests for Tenancy Approval. Should occasional instances arise in which a landlord submits a RFTA that would require the family to pay an amount above this amount, an approval request will be submitted to the Director or Assistant Director of the Housing Choice Voucher Program to allow for approval in line with this waiver.

The intention for this waiver is to remove a recognized barrier for households attempting to lease up in the hyper-competitive rental market of Western North Carolina, and not to overly rent burden a significant percentage of families on the program. Under no circumstances will the initial rent approval exceed 60% of the family's adjusted monthly income. The agency will not provide rent limits at any amount above the 40% mark, nor will HACA staff below the Director level provide subsidy estimates that include these higher rates unless instructed to do so by someone at the Director level or higher.

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*Waiver requested:* MTW Activity 1.o. – Initial Rent Burden
*Statutory Objective(s):* Housing Choice
*Cost Implications:* Neutral
*Applies to:* New admissions and currently assisted households; all family types; tenant-based voucher families only.
*Safe Harbor Waiver Required?* No
*Impact Analysis or Hardship Policy Required?* Yes

**Appendix II : Asheville Housing MTW Activity No. 2027-2 – Minimum Rent**

Asheville Housing will implement a gradual increase to our Minimum Rents for most of our Project-Based Voucher tenants beginning in 2027.

The current minimum rent for all voucher holders administered under the Housing Choice Voucher Program is $50. Beginning in 2027, Asheville Housing will begin progressively increasing the minimum rent for the majority of PBV units under HACA management. These adjustments will coincide with the annual contract rent increases for these units, typically effective in December of each year.

The proposed increase schedule is as follows:

| **Effective Date** | **Minimum Rent** |
|---|---|
| December 1, 2025 | $50 |
| December 1, 2026 | $80 |
| December 1, 2027 | $110 |
| December 1, 2028 | $130 |

This policy will exclude all Elderly/Disabled families, whose minimum rent will remain at $50. Should a family have a higher minimum rent and then become Elderly or Disabled, the minimum rent will be adjusted via annual or interim recertification down to the $50 minimum at the point that the agency becomes aware of the change.

The policy will also exclude households enrolled in the Stepped and Tiered Rent Demonstration Study until May 31st, 2029, when the study is scheduled to conclude. This is to ensure that the change in minimum rent does not create a confounding variable that might sway the results of the study unintentionally. The 2029 MTW Supplement will include an updated plan for the phasing in of Minimum Rent increases for these families, expected to begin with Contract Rent increases for December of 2029.

The policy will not apply to Tenant-Based Voucher Holders, or to residents in PBV units not administered by Asheville Housing. The agency may revisit these considerations should HAP utilization create a circumstance in which it may prove helpful in assisting more families.

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*Waiver requested:* MTW Activity 1.f. – Minimum Rent
*Statutory Objective(s):* Cost effectiveness
*Cost Implications:* Increased revenue

**Appendix III: Asheville Housing MTW Activity No. 2027-3 – Pre-Qualifying Unit Inspections**

Asheville Housing will allow for pre-qualifying unit inspections on both Project-Based and Tenant-Based Voucher lease-ups.

For Project-Based Voucher units managed by the agency, Property Management staff will have the flexibility to schedule and complete inspections on units without the need of a qualified family already identified and assigned prior. This will create greater efficiency by removing potential delays between unit turnaround and lease-up, streamlining the process, and allowing for the possibility of families to be approved, assigned, and moved into units that have already been inspected.

For Tenant-Based Voucher holders, these same advantages will be present along with the addition of reduced friction in the landlord partnership dynamic. New and existing landlords may request inspections without identified voucher holders, reducing the need for the agency to schedule inspections following RFTA approval. Landlords may also be bolstered by the ability to advertise units as having already passed inspection, and the ability to lease up and begin collecting rent and HAP earlier than the current administrative timeline allows.

This policy will require that passed pre-inspections have occurred no fewer than 90 calendar days prior to the lease/key date for the voucher holder. Should a RFTA or lease-up be submitted for a unit at or past that 90-day threshold, a new inspection will be required prior to the scheduling of HAP.

Voucher participants will continue to be allowed to request interim inspections, and priority will be given to those who move into units that have been pre-inspected more than 30 days prior to lease-up within their initial year of tenancy in the unit.

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*Waiver requested:* MTW Activity 5.a. – Pre-Qualifying Unit Inspections
*Statutory Objective(s):* Cost effectiveness, Housing Choice
*Cost Implications:* Neutral
*Applies to:* New admissions and currently assisted households; all family types.
*Safe Harbor Waiver Required?* No
*Impact Analysis or Hardship Policy Required?* No

**Appendix IV: Asheville Housing MTW Activity No. 2027-4 – Alternative Inspection Schedule**

Asheville Housing will adjust its regular Housing Quality Standards inspection schedule from once every two years to once every three years.

This waiver will allow the agency to bring the inspection in line with the recertification approved in Asheville Housing MTW Activity No. 2024-1, which broadly moved most of our households over to triennial recertifications. In addition, the agency believes that this reduced frequency of regular inspections will result in a noticeable decrease in administrative funds spent on both in-house and third-party inspections for currently assisted units, and allow for greater flexibility in completing timely inspections for new move-ins on both PBV and TBV units, especially when paired with Asheville Housing MTW Activity 2027-3 allowing for Pre-Qualifying Unit Inspections.

HQS inspection standards will in no way be altered as part of the implementation of this particular waiver. Families will continue to be able to request interim inspections at any time, and the Housing Choice Voucher Program department will commit to conducting interim inspections as reasonably needed to ensure the health, safety, and accessibility of all assisted units under the program.

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*Waiver requested:* MTW Activity 5.d. – Alternative Inspection Schedule
*Statutory Objective(s):* Cost Effectiveness
*Cost Implications:* Decreased expenditures
*Applies to:* New admissions and currently assisted households; all family types.
*Safe Harbor Waiver Required?* No
*Impact Analysis or Hardship Policy Required?* No

**Appendix V: Asheville Housing MTW Activity No. 2027-5 – Elimination of PBV Selection Process for PHA-owned projects without improvement, development, or replacement**

Asheville Housing will reserve the flexibility to eliminate the PBV selection process for agency-owned units without improvement, development, or replacement. While the agency does not, as of this submission, have definitive plans to engage in such a process in the immediate future, we have a vested interest in expanding affordable housing options within the jurisdiction of Buncombe County, and are actively pursuing regulatory flexibilities that could potentially streamline this process in the coming years. The attainment of this waiver will be a useful addition to the agency's pursuit of ancillary funds and local approvals to assist in this effort.

Asheville Housing does not necessarily intend to eliminate these procedures in all instances of expanding our Project-Based Voucher program, but rather is pursuing the option of eliminating them in cases where it may prove useful to the process.

The agency will conduct a subsidy layering review for any project in which this waiver is utilized. We will also comply with all site selection requirements as well as Notice PIH 2013-27 where applicable, ensure that HQS inspections are performed by an independent entity in accordance with 24 CFR 983.59(b) or 24 CFR 983.103(f), and ensure that the Property is owned by a single-asset entity of the agency per Notice PIH 2017-21.

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*Waiver requested:* MTW Activity 9.c. – Elimination of PBV Selection Process for PHA-owned projects without improvement, development, or replacement
*Statutory Objective(s):* Housing Choice
*Cost Implications:* Neutral
*Applies to:* New admissions and currently assisted households; all family types.
*Safe Harbor Waiver Required?* No
*Impact Analysis or Hardship Policy Required?* No

**Appendix VI: Asheville Housing MTW Activity No. 2027-6 – Increase PBV Program Cap**

Asheville Housing will increase its program cap and subsequently increase the number of authorized units that we project-base.

As affordable housing has proven increasingly necessary and difficult to obtain within the jurisdiction of Buncombe County, North Carolina, we will utilize this flexibility in order to increase the number of project-based voucher units allowable within the jurisdiction, targeting both PHA-owned projects as well as those owned and operated by third-party partners.

In concert with Asheville Housing MTW Activity No. 2027-5, PHA-owned PBV units may be awarded without the utilization of the traditional selection process where appropriate. The selection process will be fully complied with in instances where there is a third-party award of Project-based vouchers.

The agency will not project-base more than 50% of either the total authorized units or the annual budget authority, whichever is lower.

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*Waiver requested:* MTW Activity 9.a. Increase PBV Program Cap
*Statutory Objective(s):* Housing Choice
*Cost Implications:* Increased revenue
*Applies to:* New admissions and currently assisted households; all family types.
*Safe Harbor Waiver Required?* No
*Impact Analysis or Hardship Policy Required?* No

**Appendix VII: Asheville Housing MTW Activity No. 2027-7 – Increase PBV Project Cap**

Asheville Housing will increase its project cap for individual housing projects to 100%.

As affordable housing has proven increasingly necessary and difficult to obtain within the jurisdiction of Buncombe County, North Carolina, we will utilize this flexibility in order to increase the number of project-based voucher units allowable within a single project for developments owned and operated by third party partners.

The agency will fully comply with the selection process for all PBV's awarded under this waiver, as well as Notice 2013-27 where applicable.

The agency reserves the right to award less than 100% for projects that it determines will be better suited to mixed income, mixed use, or some combination with tenant-based vouchers, special-purpose or otherwise. We reserve the same for instances where awarding differently will allow for better utilization of Project-Based Vouchers to meet the needs of affordable housing within the jurisdiction.

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*Waiver requested:* MTW Activity 9.b. Increase PBV Project Cap
*Statutory Objective(s):* Housing Choice
*Cost Implications:* Increased revenue
*Applies to:* New admissions and currently assisted households; all family types.
*Safe Harbor Waiver Required?* No
*Impact Analysis or Hardship Policy Required?* No

**Appendix VIII: Asheville Housing MTW Activity No. 2027-8 – Increase HAP Contract Length**

Asheville Housing will increase the length of its HAP Contracts from its current 20 years to a maximum of 50 years depending on individual project circumstances.

As affordable housing has proven increasingly necessary and difficult to obtain within the jurisdiction of Buncombe County, North Carolina, we will utilize this flexibility in order to guarantee longer term affordability for the community's low-income residents.

For new PBV contracts initiated under this waiver, a review of the project will be conducted in order to determine the appropriate length of the contract term in order to maximize the utilization of the vouchers, long-term affordability for the units, project viability and long-term financial stability, and as a leveraging option when negotiating. The agency reserves the right to enter into contracts with terms as low as the current 20 years and as long as the waiver-allowable 50 years, with or without extensions as the project's circumstances determine reasonable. Under no circumstances will a PBV contract be awarded for less than the current baseline of 20 years.

All contracts will contain stipulations subjecting the Contract to both appropriations and the potential end of the agency's MTW authorization. The stipulations will detail the potentiality of both lessened appropriations and the termination of the agency's MTW status, and the expectations for the Project-owner should such circumstances arise during the Contract's term.

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*Waiver requested:* MTW Activity 9.f. Increase HAP Contract Length
*Statutory Objective(s):* Housing Choice
*Cost Implications:* Increased revenue
*Applies to:* New admissions and currently assisted households; all family types.
*Safe Harbor Waiver Required?* No
*Impact Analysis or Hardship Policy Required?* No

**Appendix IX: Asheville Housing MTW Activity No. 2027-9 – Increase PBV Rent to Owner**

Asheville Housing will increase the contract rent-to-owner in all PHA-owned PBV units under our jurisdiction.

PBV rents will be capped at a lesser of either current Success Rate Payment Standards (currently set at 120% of Fair Market Rents per Asheville Housing MTW Activity No. 2023-1) or at the Rent Reasonable Rate established for each individual bedroom-size at each of our developments. These rents will be adjusted with the standard Contract Rent increases conducted annually, usually effective December 1st of each year.

The agency currently covers 100% of utilities for all PBV units, and thus rents that are set at the Payment Standard Rent should have no effect on the assisted tenants within. If the agency were to revise this policy and institute some form of ongoing utility charges that would require the utilization of a utility allowance, the contract rent will be amended to the lesser of the Payment Standard minus the appropriate utility allowance or the Rent Reasonable Rate. Subsequent submissions of the MTW Supplement will include such updates should they be warranted.

This waiver will not apply to PBV units in developments not owned by the agency.

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*Waiver requested:* MTW Activity 9.g. Increase PBV Rent to Owner
*Statutory Objective(s):* Cost effectiveness
*Cost Implications:* Increased revenue
*Applies to:* New admissions and currently assisted households; all family types.
*Safe Harbor Waiver Required?* No
*Impact Analysis or Hardship Policy Required?* Yes

**Hardship Policy – Increased PBV Rent to Owner**

As the Contract Rent will never exceed the current payment standards under this policy, we do not anticipate receiving any hardship requests from currently assisted residents. The agency has identified that for residents currently paying the Contract Rent amount due to Zero HAP status, either for being over-income or terminated from the program with cause, this policy may create an undue burden.
For these families, the agency will offer a one-time hardship. Following the contract rent increase to the new, higher rate, the household may file a written request to be placed at a contract rent equal to 100% Fair Market Rent until the next Contract Rent increase the following December. This will allow these households time to establish themselves with either a greater amount of monthly income such that the rent based on 120%

Payment Standard will be more feasible, or for them to be able to search out other housing options outside of the Project-based development.
Should the Contract Rent be based on Rent Reasonableness rather than Payment Standard, the hardship may still be requested provided that the 100% FMR rent is lower than the newly established Contract Rent. However, should the hardship be utilized and the Payment Standard becomes the basis for the new Contract Rent the following year, the family will not be allowed to request it a second time.

# Appendix X: Attachment 8 – Work Requirement

**Asheville Housing MTW Activity No. 2024-2.2 – Work Requirement**

Asheville Housing will implement a Work Requirement for eligible households, mandating a minimum of 15 hours per week per eligible household member over the age of 18. This will not apply to elderly/disabled households, households in which the sole eligible adult or the primary caretaker to at least one child under six years of age, households receiving assistance under a Special-Purpose Voucher, or households enrolled in the Stepped and Tiered Rent Demonstration. This waiver will increase self-sufficiency by creating a minimum threshold for employment to a notable percentage of tenants receiving assistance, as well as offering additional employment-seeking resources to households both subject and not subject to the requirement.

**Additional Policy Provisions:**

**a. Exemptions.** The Work Requirement will not apply to households for which one or more of the following applies:

i. Head of Household qualifies as Elderly or Disabled under HUD's current definitions.

ii. Head of Household is the primary caretaker for a child or children under the age of six. Adults who are classified as full-time students may request an exemption from the requirement.

iii. Special-Purpose Voucher Household (including HUD-VASH, Emergency Housing Vouchers, Mainstream, Non-Elderly Disabled, Enhanced Vouchers, and Homeownership).

iv. Households currently participating in the STRD Study.

If a household previously covered under one of these exemption requirements has a change in circumstance such that they no longer qualify for exemption, the Work Requirement will subsequently apply and the household's Action Period will begin on the first of the month after the change is verified (or in line with the effective date of the 50058 Action if change occurs in the course of triennial reexamination, Unit Transfer, etc.). Similarly, if a household's circumstances change such that one of these exemptions would apply, the Work Requirement will immediately be suspended.

**b. New Admissions.** Within 3-6 months of signing their lease, households will become subject to the work requirement.

c. **Action Periods.** Upon entering non-compliance status with the Work Requirement (defined as a non-exempt household failing to report a cumulative minimum of 15 hours per week of work, or a sufficient substitute as defined in section (d) below), the household will enter an Action Period of three calendar months, beginning the first of the month following confirmation of the status.

d. **New Admissions.** Within 3-6 months of signing their lease, households will become subject to the work requirement.

e. **Action Periods.** Upon entering non-compliance status with the Work Requirement (defined as a non-exempt household failing to report a cumulative minimum of 15 hours per week of work, or a sufficient substitute as defined in section (d) below), the household will enter an Action Period of three calendar months, beginning the first of the month following confirmation of the status.

During the Action Period, the household will continue to receive subsidy while they attempt to regain minimum employment or an acceptable substitute. They may also complete Unit Transfers, receive Utility Assistance, request Reasonable Accommodations, and generally utilize all voucher privileges as usual during this time.

The Action Period may be extended if the household enrolls in the Family Self-Sufficiency Program or to receive assistance from Residence Services prior to the expiration of the initial Action Period.

An additional three-month extension may be available if the tenant continues to demonstrate consistent and diligent effort to obtain employment or a suitable substitute and have just not been successful. This would need to be requested in writing, be accompanied by written verification from the supportive services representative working with the household attesting to their continued efforts, and subject to Director Approval.

f. **Substitutions for Employment.** A minimum of nine credit-hours (or equivalent if using a non-credit-based institution) at an accredited university, community college, technical college, or active enrollment in a jobs training or high school equivalency program may serve as an acceptable substitution for the minimum employment threshold. This must be renewed on an annual basis and will apply only to Head of Household or their spouse.

Households may also request to have volunteer hours counted towards the Work Requirement, either in combination with work hours or in full. Volunteering must be done with a community-service oriented entity approved by a HACA Housing Specialist, and documentation of the hours must be provided by a representative of said agency on a quarterly basis to remain in

compliance. Failure to report appropriately may result in the imposition of an Action Period for the household.

Households that are self-employed and properly report income from their active business will also be considered in compliance without attestation of specific hours worked.

g. **Non-compliance.** Failure to comply will result in three warnings over a three-month period of time. After three months of non-compliance, tenants will be subject to eviction. The household's voucher assistance will be terminated with appropriate notice and opportunity for an appeal hearing with the Directors of the Housing Choice Voucher Program.

h. **Implementation.** In order to meet the Safe-Harbor requirement of six months of notice prior to the sanction policy for non-compliance, implementation is expected to take place no earlier than June 1, 2024. Assuming this date, a program-wide mail-out will be made to all assisted households during the month of December 2023. This timing will also prevent the possibility of cross-communication for New Admission households into the program who may potentially be eligible for the STRD Study, but would otherwise have the Work Requirement apply.

   During the month of April 2024 (or roughly 60-90 days prior to the implementation date), non-exempt households currently listed as working fewer than 15 hours per week will receive a follow-up notice informing them that Asheville Housing's records show them as currently in non-compliance with the new Work Requirement, and listing available options before their initial Action Period is scheduled to begin on June 1st.

i. **Supportive Services.** Asheville Housing will aid all assisted households seeking

employment or an acceptable substitute via Residence Services and the Family Self-Sufficiency program. These services will be available to all households regardless of whether they are in compliance, not in compliance, or exempt from the Work Requirement altogether.

Services will include but not be limited to: screening and addressing current barriers to employment, access to computers and internet on-site to assist in applications, resume and cover-letter writing, interview strategies, networking, and agency referrals. Asheville Housing may also provide on-site services at some of our developments for households needing childcare assistance in order to work or seek work.

Households may also pursue supportive services from other local agencies or providers. In order for these services to qualify for the extension of the Action Period for households in non-compliance status, the household will need to provide written verification from the provider confirming active enrollment and participation. This verification will be submitted to one of the Directors of the Housing Choice Voucher Program, and only qualify if approved. Participation with another provider will not preclude the household from also utilizing assistance provided by Residence Services or FSS.

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*Waiver requested:* MTW Activity 12.b. – Work Requirement (HCV – Tenant-Based Assistance)

*Statutory Objective(s):* Self Sufficiency

*Cost Implications:* Increased expenditures

*Applies to:* New admissions and currently assisted households; all family types; tenant-based voucher families only.

*Safe Harbor Waiver Required?* No

*Impact Analysis or Hardship Policy Required?* Yes

## Hardship Policy – Work Requirement

**Action Periods.** As a matter of course, households found in non-compliance with the Work Requirement will be given a three-month Action Period in which to regain employment, procure an acceptable substitute, or otherwise demonstrate a circumstance qualifying the household for an exemption. An additional three-month extension will be offered should the household sign up for assistance with Residence Services, the Family Self-Sufficiency program, or another agency (verification and Director approval required for the lattermost option to qualify).

In the event that at the conclusion of this six-month Action Period, the household has still been unable to secure adequate employment to meet the minimum threshold for compliance, the household may apply for an additional three-month extension. This request will need to be submitted in writing and be accompanied by a written statement from a representative of the program or agency with which the household has been working attesting to the consistent efforts over the Action Period to secure said minimum employment. Supplemental documentation, such as copies of submitted applications or additional statements from other providers, may also be submitted. Further extensions of the Action Period will be granted at the discretion of the Directors of the Housing Choice Voucher Program only after these minimum requirements have been met.

**Pending Disability.** For those seeking a determination in disability status, Asheville Housing will apply a temporary suspension of the Work Requirement pending the determination. Upon successful verification that the household has applied for disability benefits, the work requirement will be suspended for a period of either twelve months, or the time until the households next scheduled reexamination (whichever is shorter). Upon expiration of the suspension, the household will be required to either provide updated documentation showing that disability status is still pending, verification that a new application has been submitted and is pending, or proof of employment meeting minimum requirements or an acceptable substitute. In the former two cases, a new suspension will be put into place. Inability to do so will result in the commencement of the Action Period.

For cases where a household demonstrates a clear pattern of repeatedly gaining and losing employment or applying and reapplying for disability benefits despite repeated rejections for not meeting disability criteria, in such a manner to be judged as manipulating the hardship policy and Action Periods to artificially minimize rent responsibility for the household, extensions to the Action Period may be withheld at the discretion of the Housing Support Specialist assigned to the Household. Such withholdings may be appealed to the Directors of the Housing Choice Voucher Program in writing within 10 days of receipt of notification from the Specialist. Notifications will include instructions on how to file said appeals.

**Appeals.** In the event that a household's assistance is terminated for failure to comply with the Work Requirement, the household may appeal the termination using the procedures already in place for terminations of assistance. The household will need to request in writing a hearing with the Directors of the Housing Choice Voucher Program within ten days of receipt of the termination notice. A hearing will then be scheduled within two weeks of the request submission. Following the hearing, a decision will be made by the Directors as to whether the termination will be upheld or overturned. If upheld, the voucher will remain terminated and the household will be required to re-apply to receive assistance in the future.

If overturned, the household will remain on the program. If at the decision point, the household is still not in compliance with the Work Requirement, a new three-month Action Period will commence on the first of the month following the

**RESOLUTION NO. 2026-31**

**RESOLUTION APPROVING THE RENAMING OF ATKINSON STREET IN HILLCREST TO ELDER JOHNNY HAYES WAY**

The Housing Authority of the City of Asheville ("HACA" or "Authority"),

**WHEREAS,** the Board of Commissioners recognizes the importance of honoring individuals whose service, leadership, and contributions have had a meaningful and lasting impact on HACA residents and the Asheville community;

**WHEREAS,** Elder Johnny Hayes is recognized for his service, leadership, and contributions to the Hillcrest community and the broader Asheville community;

**WHEREAS,** the Board of Commissioners desires to honor and memorialize Elder Johnny Hayes by renaming Atkinson Street, located within the Hillcrest community, as Elder Johnny Hayes Way;

**WHEREAS,** the Board acknowledges that the official and legal renaming of Atkinson Street is subject to the applicable requirements, review, and approval process of the City of Asheville and any other governmental authority having jurisdiction;

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

1. The Board of Commissioners hereby approves the renaming of Atkinson Street in the Hillcrest community to Elder Johnny Hayes Way, in honor and memory of Elder Johnny Hayes, subject to completion of and final approval through the City of Asheville's required street-renaming process.
2. The President & CEO or Designee is hereby authorized and directed, in the name and on behalf of HACA, to take all necessary and appropriate actions to initiate and pursue the City of Asheville's required process for the official renaming of Atkinson Street to Elder Johnny Hayes Way, including submitting applications, documentation, letters of support, and other materials necessary to carry out the intent of this Resolution.
3. All acts of the officers and staff of the Authority in furtherance of the purposes of this Resolution are hereby ratified and approved.
4. This Resolution shall take effect immediately upon its passage.

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HOUSING AUTHORITY OF THE CITY OF ASHEVILLE

## RECORDING OFFICER'S CERTIFICATION

I, Ella Santos, the duly appointed Secretary of the Housing Authority of the City of Asheville, do hereby certify that Resolution **No. 2026-31** was properly adopted at a regular meeting held **August 26, 2026.**

By: _____
Ella Santos, Secretary

(SEAL)

# MEMO

Address change - Hillcrest

- Property owner files “Private Street Name Change Petition” with City E911 Address Coordinator form here
- Only the property owner (Asheville Housing Authority) needs to sign petition
- The AHA should be engaged very early in the process as they will be responsible to implement each new address with each tenant
- E911 Address Coordinator provides Asheville Housing Authority and the USPS a list of old and new address assignments and updates E911 maps and databases.
- Property owner is responsible to purchase and install new street name signs and post new building/ unit numbers.

| Advantages | Challenges |
|---|---|
| 1. Private Street no public engagement required | 1. 230 units addressed on current street name |
| 2. Only one property owner Asheville Housing Authority | 2. Portion of Atkinson St constructed with the NCDOT Interstate Hwy Right of Way - The named street has multiple segments |
| 3. New street name should be single word | 3. New street name should be a single word |
| 4. I-26 STIP Project No. I-2513 Section B will reroute private street access into Hillcrest - good time for name changing | 4. New street name should be limited characters |
| | 5. Interlocal agreement with Buncombe County staff to review changes - BC reviews the criteria of items 3. & 4. |
| | 6.I-26 STIP Project No. I-2513 Section B will reroute private street access into Hillcrest- good time for name changing |
| | 7. Each Building Unit designation would change from non-compliant Alpha-numeric to new unit number designation |
| | 8. Capacity of Housing Authority to implement 230 unit(s) change of address |
| | 9. Engage AHA staff as part of the process |
| | 10. Changing long time established addresses and impact on Emergency Routing mapping and wayfinding. |

# City of Asheville
## Private Street Name Petition

This Petition is used to request a name for an existing street located on private property. Structure or vacant lots will receive a new street address assignment for USPS mail delivery. Include a copy of a map or sketch showing street location. Show street beginning and ending point. Show cross streets or street intersections. Please contact City staff if you have questions about procedures or timeframes. Email, mail, or fax the completed application to:

Stuart Rohrbaugh, AICP
Emergency Address Coordinator
City of Asheville, Building Safety Department
PO Box 7148 Asheville NC 28802
828.251.4004 Office 828.250.8907 Fax
srohrbaugh@ashevillenc.gov

Information regarding applicant / contact person:

Name: _____

Mailing address: _____

Email address: _____ Telephone number _____

**Pursuant to City of Asheville Ordinance No. 2013, the undersigned hereby petition the City of Asheville to accept the street name of:**

EXISTING STREET NAME: _____

PROPOSED STREET NAME: _____

| Print Name/Signature | Address | Support(yes/no) |
|---|---|---|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

STATE OF NORTH CAROLINA
COUNTY OF BUNCOMBE

I, _____, a Notary Public for said County and State, do hereby certify that _____ personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

Witness my hand and official seal, this the _____ day of _____, 20___.

(NOTARY SEAL)

_____
Notary Public

My Commission Expires: _____