ACQUISITION, RENOVATION AND DEVELOPMENT
COMMITTEE MEETING
OF THE HOUSING AUTHORITY OF THE CITY
OF WILMINGTON, NORTH CAROLNIA
January 15, 2014

The regular monthly meeting of the Acquisition, Renovation and Development Committee was held on Wednesday, January 15, 2014 at 4:00 p.m. at the Wilmington Housing Authority, 1524 South 16th Street, Wilmington, North Carolina.

Committee Members Present: Jeffrey G. Hovis, Commissioner
Stuart Franck, Commissioner
Greg Neel, Commissioner
L.S. "Bo" Dean Jr., Commissioner
Debra H. Hays, Commissioner
Glenn Floyd, Director of HEO
Michelle Kerwin, Director of Finance

Committee Members Absent: Arcelia Wicker, Sr., Commissioner and Chair
Helayne Levy, Commissioner

Others Present: Vernice Hamilton, Interim CEO
Rhonda Mack, Director of HCV
Karen Schraml, HEO Coordinator
Sara Davis, Executive Assistant
Paul D'Angelo, Choice Neighborhoods Program Manager
Dawn Tucker, Assistant Director of Finance

1. Call to Order

The meeting of the Acquisition, Renovation, and Development Committee, "ARD" was called to order by Jeffrey G. Hovis, Chair of the Board of Commissioners, in the absence of the Chair of the Committee, at 4:00 p.m. on January 15, 2014, pursuant to the Notice sent to the Commissioners and Staff of Wilmington Housing Authority.

2. Approval of Minutes

Minutes of the December 18, 2013 ARD committee meeting were reviewed, Commissioner Dean made the motion to approve and Commissioner Hays seconded. Minutes were unanimously approved.

3. Choice Neighborhoods

Ms. Rhonda Mack reported Mr. Paul D'Angelo has been working on the following:

- Reconnecting with all the federal, state and local officials along with community partners.
- Working on strategies for Board and staff members.
- Updated the WHA website with the new Choice logo which links you to the SHARP website.

Ms. Mack reported the Mayor has requested a trip be scheduled to Raleigh to see the development there.

Ms. Mack informed the Committee about some issues that have arisen concerning the Hillcrest Senior tax credit application stating that it is with the current zoning density and green space. She stated she has spoken with the City Planners and the option of rezoning to UMX was suggested. Current zoning has lower density and requires 35% green space per acre. WODA is working on site designs based on the two zoning requirements and based on options even if Choice isn't received.

It was discussed the Choice Committee Meetings need to get started and that they will have two Commissioners and approximately 5 people from the community. All agreed they need to get started as soon as possible. Paul D'Angelo will be calling Commissioners to get a good date to hold the meeting.

Commissioner Dean asked if staff is involved in the parade on Monday to spread the word on Choice and staff stated that no one is scheduled to go. There was a discussion held on the importance of being involved in community events. Staff will create a budget and start getting promotional supplies.

Commissioner McDonald stressed the importance of getting the Hillcrest residents involved.

Ms. Mack reported a resolution for applying for CDBG Funds will be coming to the Board this month.

4. RAD (Construction)

Ms. Mack reported on the following:

- Expecting to hear news on the cap increase for the Rankin RAD over the next couple weeks.
- Waiting for approval on the financing plan for Hillcrest RAD.

5. Eastbrook

Mr. Floyd reported on the following:

- Beginning the sheet rock on the final building.
- Completion date near the end of March.

Mr. Floyd asked the Committee to consider if there will be a grand opening and if they will be renaming the development.

The Committee agreed that the grand opening should be a party for the residents and the name should remain the same.

6. SHDP1

Mr. Floyd reported on the following:

- Subsidy Layering Review has been forwarded to headquarters.
- Storm water permit will likely stay in the Housing Authorities name.

- Closing the construction loan is being worked on.
- HUD Greensboro has approved the environmental review for the Supportive Housing but still working on the RAD and Rankin.

Karen Schraml stated regarding the upcoming resolution if we are able to go with the State Employees Credit Union we will gain 15 extra points then what we would get with First Citizens.

7. Project Matrix

Mr. Floyd stated the only thing that has changed is the bids came in to high for Rankin. He met with the architect and went over options to get the bid reduced. The bid opening is scheduled for early March and staff is looking at a June construction start.

8. Resolutions

a) Resolution No. 12-021 authorizing application to Federal Home Loan Bank Atlanta for Affordable Housing Program Funds for Supportive Housing I.

Commissioner Hovis asked if the consensus of the Committee was to recommend resolutions for approval and all members agreed.

9. Other Business

Ms. Hamilton deferred to Glenn Floyd for an update on the inspections and Mr. Floyd reported that they had the warranty walkthrough and a list was created that covers the warranty issues.

Commissioner Hovis asked when the next NCHFA inspection is and Mr. Floyd stated March 18.

Commissioner McDonald asked how many units have issues and will be covered under the warranty and Mr. Floyd said all issues found will be covered under warranty.

Ms. Hamilton reported the re-inspection by staff will be February 28th.

Commissioner McDonald suggested when the managers walk the site they send a letter to residents that have indoor furniture on their back porches. She requested staff find the housekeeping list created by previous staff and give it to the people conducting the housekeeping class as well as sending a list out to the residents for a reminder.

Ms. Hamilton reported on the inspections at Houston Moore saying that there are 150 units, 13 units vacant, 137 units were inspected and work orders will be broken down by the resident meeting tomorrow. Issues were found and eviction letters will be sent out tomorrow. She stated the same process that was used at Creekwood will be used at Houston Moore.

Commissioner McDonald asked what the turnover time is for a unit that is vacated and Ms. Hamilton stated it is 20 days but will verify.

Commissioner McDonald talked about a resident that has been having heating problems for a long time and stated she would get her name and address to Ms. Hamilton.

Ms. Hamilton stated the filters in the units will be changed monthly when maintenance do the rounds with pest control.

10. Adjournment

A motion made by Commissioner Hays and seconded by Commissioner Franck to adjourn the meeting carried unanimously.