AGENDA ITEM I
Call to Order

The meeting was called to order by the Chair, Daniel C. Hudgins.

Present:
Daniel C. Hudgins, Chair
Robert “Bo” Glenn
Thomas M. Niemann
Gloria M. Nottingham

Absent:
George K. Quick (Excused)
Barbara F. Lofton (Excused)
Larry D. Yon, II (Excused)
Steve Schewel, City Council Liaison (Excused)

Staff Present:
Anthony Scott, CEO
Elvert Dorsey
Charles Lyon
Sabrina Sinegal
Meredith J. Daye
Denita Johnson
Pamela Davis
Ashanti Brown
Alisa Curry
Doris Jackson

Also Present:
Eric Pristell, Attorney, The Banks Law Firm, P.A.

A quorum was present and the Regular Meeting was called into session at 12:15 p.m.

AGENDA ITEM II – PUBLIC HEARING(S)
• General Comments from the Public
  There were none.

AGENDA ITEM III – CHANGES TO THE AGENDA
• The changes to the agenda were as follows:

AGENDA ITEM -- VII. -- GENERAL BUSINESS ACTION ITEMS (COMMITTEE REPORTS)
• Development Committee (Change on Page 35 – see attached)
• Operations Committee – (Change on Page 66 – see attached)

AGENDA ITEM - VIII. -- RESOLUTIONS FOR APPROVAL

2. Resolution Authorizing the Demolition and Disposition of Two Buildings on the McDougald Terrace Development (Withdrawn)

6. Resolution Authorizing Approval of the Resource Sharing Agreement Between the Housing Authority of the City of Durham (“DHA”) and
Approved: Cmte. Report

A motion was made to approve the April 13th minutes.

Chairman's Findings:

From the standing committee. The reports are as follows:

A. AGENDA ITEM VI - GENERAL BUSINESS ACTION ITEMS (COMMITTEE REPORTS)

on May 24, 2017.

Chief Executive Officer

There were no.

AGENDA ITEM V - BUSINESS REPORTS

AGENDA ITEM IV - PRESENTATIONS

Approved: Cmte. Report

Motion: Commissioner Colon announced: Commissioner CLEAN.

Approval of the Findings of the Board of Commissioners' Meeting held on April 26, 2017.

AGENDA ITEM III - BOARD ACTION

7. Resolution Approving a Plan to Provide Architectural and Engineering

Development Ventures Incorporated ("DVI") (Closed by Resolution not

The minutes from the April 17, 2017 Meeting were submitted for approval and the

The minutes from the April 17, 2017 Meeting were submitted for approval and the

The minutes from the April 17, 2017 Meeting were submitted for approval and the

The minutes from the April 17, 2017 Meeting were submitted for approval and the

The minutes from the April 17, 2017 Meeting were submitted for approval and the

The minutes from the April 17, 2017 Meeting were submitted for approval and the

The minutes from the April 17, 2017 Meeting were submitted for approval and the

The minutes from the April 17, 2017 Meeting were submitted for approval and the

The minutes from the April 17, 2017 Meeting were submitted for approval and the

The minutes from the April 17, 2017 Meeting were submitted for approval and the

The minutes from the April 17, 2017 Meeting were submitted for approval and the

The minutes from the April 17, 2017 Meeting were submitted for approval and the

The minutes from the April 17, 2017 Meeting were submitted for approval and the

The minutes from the April 17, 2017 Meeting were submitted for approval and the

The minutes from the April 17, 2017 Meeting were submitted for approval and the

The minutes from the April 17, 2017 Meeting were submitted for approval and the

The minutes from the April 17, 2017 Meeting were submitted for approval and the

The minutes from the April 17, 2017 Meeting were submitted for approval and the

The minutes from the April 17, 2017 Meeting were submitted for approval and the

The minutes from the April 17, 2017 Meeting were submitted for approval and the

The minutes from the April 17, 2017 Meeting were submitted for approval and the

The minutes from the April 17, 2017 Meeting were submitted for approval and the
A motion was made to approve the April 13th minutes.

Motion: Commissioner Glenn; Seconded: Commissioner Niemann; Approved: Unanimously

Operations Committee Report – Chaired by Commissioner Bo Glenn

- The minutes from the April 20th meeting were submitted for approval. Commissioner Glenn commended staff for an impressive, refreshing set of minutes.
- Commissioner Glenn provided a brief recap of the highlights in the minutes as follows:
  - Harassment Policy: This policy was referred to counsel for review. The issues involving harassment also applies to subcontractors and third parties. DHA needs to ensure that tenants and third party contractors understand our policy. This policy would also apply to private landlords in HCV Program. Commissioner Glenn reiterated that DHA does not want to carry this kind of liability; thus, the importance of ensuring that relevant people are apprised of this policy.
  - Safety & Security – at the monthly Crime Task Force meeting the primary issues discussed involved lease enforcement and crime.
  - Public Housing -- there are two vacancies which applications are pending. Staff is working with the nonprofit providers and helping them to understand the limitations DHA has to work with, i.e., HUD regulations for homeless persons.
    - Drop Box Closings: DHA will be providing several HUD alternatives that are closer to the residents and neighborhood tenants.
    - Issues of Late Payments: this is a problem at a level we are not familiar. Management is looking more carefully to understand a reason for the slow payments. Staff is trying to encourage more timely payments and considering how to educate residents into understanding this is something we are graded on by HUD.
  - HCV Program – HCV continues to improve the utilization rate of 95%. Management is looking at revising the annual contract for re-inspections. There have been some problems with our turnaround of units. They strive for a 10 day turnaround but now it takes 34-41 days. Management is trying to resolve this problem and trying to find additional workers.

A motion was made to approve the April 20th minutes that were approved by the committee.

Motion: Commissioner Niemann; Seconded: Commissioner Nottingham; Approved: Unanimously

Resident Services Committee Report – Chaired by Commissioner Gloria Nottingham

The Resident Services Committee held on May 11, 2017 was chaired by Commissioner Bo Glenn in Commissioner Nottingham’s absence.

- ConnectHome – Commissioner Glenn said this program was moving along slowly. The NCCU’S Ambassador’s Program is involved with this – computer training.
- FAME (Family Academic Mentoring and Empowerment Program) Grant – is part of the Governor’s Crime Commission. They work with the Sheriff’s Department by exposing youth to what it would be like if they were involved. Services are provided to at-risk youth to prevent or address juvenile delinquency, truancy and court involvement.
- Homeownership Program – Involves partnership opportunities with Habitat for Humanity. There are 10 families participating in the program. We offers Habitat an opportunity to bid on our developments and build a relationship that includes a larger pipeline for our residents.
- 70th Anniversary planning: Staff needs to think about some kind of project to recommend for this anniversary.
This resolution shall take effect immediately.

Resolutions for FY2017:

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the
the Plover Housing Authority is convening the Plover Housing
WHEREAS, the Governor, the Lieutenant Governor, the Speaker of the
WHEREAS, the Governor, the Lieutenant Governor, the Speaker of the
WHEREAS, the Governor, the Lieutenant Governor, the Speaker of the

Resolution No. 398

Approved: June 27, 2017

WHEREAS, the Governor, the Lieutenant Governor, the Speaker of the
Resolution No. 3980

The Chair, Daniel Hughes, introduced the following resolutions:

WHEREAS, the Governor, the Lieutenant Governor, the Speaker of the

WHEREAS, the Governor, the Lieutenant Governor, the Speaker of the

WHEREAS, the Governor, the Lieutenant Governor, the Speaker of the

Resolution: Authorization of the Governor, the Lieutenant Governor, the Speaker of the

WHEREAS, the Governor, the Lieutenant Governor, the Speaker of the
Brief discussion: Ms. Pamela Davis stated that this resolution is to use money that is in capital funds to move it over to Moreene Road operating budget so DHA can renovate vacant units that will be used during the RAD relocation.

Motion: Commissioner Glenn; Seconded: Commissioner Niemann; Approved: Unanimously

RESOLUTION AUTHORIZING THE DEMOLITION AND DISPOSITION OF TWO BUILDINGS ON THE MCDOWALD TERRACE DEVELOPMENT (Withdrawn)

RESOLUTION NO. 3482

RESOLUTION TO ADOPT REVISIONS TO THE DURHAM HOUSING AUTHORITY ADMINISTRATIVE PLAN AND THE ADMISSIONS AND CONTINUED OCCUPANCY POLICIES REGARDING HARASSMENT

Discussion: Sabrina Sinegal, Director of Administration, said back in October 2016, HUD issued a final rule to formalize how the standards of investigations involving harassments would be evaluated both in both public and private housing. The rule also specifies that housing authorities and other entities covered under the Fair Housing Act would be liable for conduct or harassment that is conducted by either other residents, vendors or contractors that are during business at public housing. Some examples of hostile environment would include abusive language -- calling a female out of her name; abusive injury would be if a maintenance person knew that the parent was not going to be home until after 6 p.m. and went into the unit to make repairs around 2-4 p.m. when they knew the teenagers would be home by themselves. Another example would be stalking – standing outside a unit, peaking inside the windows and nuisance calls evictions. For example, the female had a domestic type of relationship with the boyfriend that resulted in the police being called multiple times to the unit. The landlord decides to evict the person because the police consistently had been called. The last one being “quid pro quo,” where you are requesting sexual favors for payment of rent.

It was confirmed that this policy had been reviewed by legal.

There was some discussion about including this language in future contracts since they would fall under this policy.

Also, it was recommended to add the language of “hold harmless” in the policy.

WHEREAS, HUD issued a rule to formalize standards for victims of harassment in housing to bring claims under the Fair Housing Act, known as Quid Pro Quo and Hostile Environment Harassment and Liability for Discriminatory Housing Practices; and

WHEREAS, harassment in housing or housing related transactions on the basis of race, color, national origin, religion, sex, disability, and familial status is prohibited under the Fair Housing Act; and

WHEREAS, it is important for the Housing Authority of the City of Durham to revise its policies to clarify the processes and procedures for residents and voucher participants to make harassment complaints and to prevent harassment in a broad array of situations.

NOW, THEREFORE, BE IT RESOLVED the Board of Commissioners of the Housing Authority of the City of Durham hereby adopts revisions to the Housing Authority of the City of Durham’s Administrative Plan and the Admissions and Continued Occupancy reggrading harassment as described in Exhibit A. This resolution shall take effect immediately.
NOW, THEREFORE, BE IT RESOLVED

WHEREAS, the proposed baseball facility would be located at the corner of Broadway Avenue and Broadway Street, which property is owned and controlled by the City of Durham, and the purpose of the proposed facility is to provide a means for the City of Durham to develop a baseball park.

WHEREAS, the proposed baseball facility would be located at the corner of Broadway Avenue and Broadway Street, which property is owned and controlled by the City of Durham, and the purpose of the proposed facility is to provide a means for the City of Durham to develop a baseball park.

WHEREAS, the proposed baseball facility would be located at the corner of Broadway Avenue and Broadway Street, which property is owned and controlled by the City of Durham, and the purpose of the proposed facility is to provide a means for the City of Durham to develop a baseball park.

WHEREAS, the proposed baseball facility would be located at the corner of Broadway Avenue and Broadway Street, which property is owned and controlled by the City of Durham, and the purpose of the proposed facility is to provide a means for the City of Durham to develop a baseball park.

WHEREAS, the proposed baseball facility would be located at the corner of Broadway Avenue and Broadway Street, which property is owned and controlled by the City of Durham, and the purpose of the proposed facility is to provide a means for the City of Durham to develop a baseball park.

WHEREAS, the proposed baseball facility would be located at the corner of Broadway Avenue and Broadway Street, which property is owned and controlled by the City of Durham, and the purpose of the proposed facility is to provide a means for the City of Durham to develop a baseball park.

WHEREAS, the proposed baseball facility would be located at the corner of Broadway Avenue and Broadway Street, which property is owned and controlled by the City of Durham, and the purpose of the proposed facility is to provide a means for the City of Durham to develop a baseball park.

WHEREAS, the proposed baseball facility would be located at the corner of Broadway Avenue and Broadway Street, which property is owned and controlled by the City of Durham, and the purpose of the proposed facility is to provide a means for the City of Durham to develop a baseball park.
3. That the Chief Executive Officer (or his designee) is hereby authorized to submit, for approval to the United States Department of Housing and Urban Development and any other governmental or approving entity, all applications, leases, agreements and documents related to the Miracle League Partnership.

Effective this the 24th day of May, 2017.

Motion: Commissioner Glenn; Seconded: Commissioner Nottingham; Approved: Unanimously

RESOLUTION NO. (DHA) 3484

RESOLUTION AUTHORIZING APPROVAL OF THE RESOURCE SHARING AGREEMENT BETWEEN THE HOUSING AUTHORITY OF THE CITY OF DURHAM (“DHA”) AND DEVELOPMENT VENTURES INCORPORATED (“DVI”)

Discussion: Eric Pristell advised that the Resource Sharing Agreement was revised to ensure that DHA’s obligations under the indemnification provisions would not be satisfied with public housing assets. The revision was made at the request of Commissioner Glenn.

WHEREAS, the mission of the Housing Authority of the City of Durham (“DHA”) is to provide decent, safe and sanitary housing for low and moderate income persons and families pursuant to the United States Housing Act of 1937 (the “Act”), as amended, and the North Carolina Housing Authorities Law (the “Housing Authorities Law”), as amended; and

WHEREAS, Development Ventures Incorporated (“DVI”) is a North Carolina non-profit corporation and instrumentality of DHA that was organized on March 6, 1985 to acquire, construct, improve, purchase, own, hold, alter, manage, maintain, lease and operate real and/or improved property within DHA’s territorial jurisdiction; and

WHEREAS, the business and affairs of DVI are managed by its Board of Directors, which consists solely of the members of the DHA Board of Commissioners; and

WHEREAS, each DHA Commissioner serves as an ex-officio Director of DVI; and

WHEREAS, DHA and DVI have agreed that (a) DHA has made and shall continue to make available to DVI personnel, office space, supplies, administrative and management services, professional services and other resources reasonably necessary to assist DVI in fulfilling its mission; and (b) it is in the Parties mutual best interest to minimize duplicative expenses and carry out their complimentary missions in an economical and efficient manner; and

WHEREAS, DHA and DVI recognize that certain DHA resources must be allocated solely to certain eligible purposes in accordance with the Act and the Housing Authorities Law, including all applicable public housing requirements under the Act and all applicable state and local laws; and

WHEREAS, DHA will seek compensation from DVI for DHA resources provided to DVI in support of DVI’s mission; and

WHEREAS, this Agreement sets forth the understandings between the Parties concerning their compensation arrangement and other terms with respect to the use of DHA staff and other DHA resources by DVI.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, DHA and DVI agree as follows:
WHEREAS the Housing Authority of the City of Burbank determined that it required one of its sites to be rezoned with a rezoning application. The site will be a separate parcel for each

NOW, THEREFORE BE IT RESOLVED that the Board of Commissioners of the

Housing Authority of the City of Burbank finds as follows:

1. This Agreement shall take effect on the Board of Commissioners of the
WHEREAS, the Housing Authority of the City of Durham requested proposals, including qualifications information, from interested firms using a request for qualifications process; and

WHEREAS, the proposals received were reviewed and evaluated using established criteria in order to determine the most qualified firm.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Durham finds as follows:

1. That the contract negotiations/award for the provision of architectural and engineering services by Neighboring Concepts be approved, upon furnishing evidence of current professional liability insurance;

2. That, consistent with 24 CFR 85.36(b)(9) Procurement Standards, the Housing Authority of the City of Durham maintains records sufficient to detail the significant history of the procurement, including the basis for the selection and estimated contract price of $155,600;

3. That the Chief Executive Officer is hereby directed to execute all contract documents or other documents necessary to effectively negotiate/award this contract.

4. This Resolution shall take effect immediately.

Done this 24th day of May 2017.

Motion: Commissioner Niemann; Seconded: Commissioner Nottingham; Approved: Unanimously

AGENDA ITEM IX – INFORMATION ITEMS
- There were none.

AGENDA ITEM X – CLOSED SESSION
- There was none

AGENDA ITEM XI – ADJOURNMENT

The meeting was adjourned at 12:55 p.m.

Motion: Commissioner Glenn; Seconded: Commissioner Nottingham; Approved: Unanimously

(SEAL)

Chair

Secretary
Call to Order

The meeting was called to order by the Chair, Daniel C. Hadzis, at 9:00 a.m.

Present: Daniel C. Hadzis, Chair
Robert "Bo" Glenn
Thomas M. Niemann
Gloria M. Nottingham
Larry D. Yun
George K. Quick

Absent: Barbara F. Lofland (Excused)
Steve Schewel, City Council Liaison (Excused)

Staff Present: Anthony Scott, CEO
Elvert Dorsey
Charles Sargent
Sakina Singal
Meredith I. Daye
Denise Johnson
Pamela Davis
Ashley Brown
Alisa Curry
Doris Jackson

Legal Counsel: Not present

A quorum was present and the meeting started at 9:00 a.m.

The CEO and the Senior Team provided presentations on various topics to the Board and focused on the theme of the retreat: "Moving with Change.

In addition, the CEO Anthony Scott provided an overview of the objectives of the retreat, 15-minute presentations were provided by the department leaders in Development, Finance, Administration, Operations, Housing Choice Voucher Program, and other areas.

Each presentation involved "doing business differently" and focused on "where we are going and how do we get there?"

At 4:12 p.m. the Board went into session to review and approve two resolutions. Although legal counsel, Eric Prissel, was not present prior to the retreat, CEO Anthony Scott confirmed that legal did not need to be present for this board action.

Motion: Commissioner Quick, Seconded: Commissioner Niemann: Approved: Unanimously

RESOLUTIONS FOR APPROVAL

MINUTES OF THE BOARD STAFF RETREAT MEETING
HOUSING AUTHORITY OF THE CITY OF DURHAM
Golden Belt Complex Bldg. 2, Suite 300
807 E. Main Street Durham, North Carolina 27701
May 24, 2017
4.

Support of this DHA Resolution.

3. The City of Durham and County of Durham pass resolutions, respectively, in

R&D Program.

2. The City of Durham and the County of Durham use all legally-authorized options at

Program.

1. The City of Durham and County of Durham use all legally-authorized options at

House of Representatives, 2009 Housing Choice Voucher

and affordable housing programs;

households for low-income families and

Resolutions to Support the Ongoing Preservation of Affordable Choice

Housing Authority of the City of Durham Resolved, the Board decided to approve it with the

Resolution No. 436

The Chair, Daniel Hudson, introduced the following resolutions:
RESOLUTION NO. 3487

RESOLUTION APPROVING THE STRATEGIC PLAN STATEMENT OF MISSION, VISION, AND VALUES

WHEREAS, the Housing Authority of the City of Durham published a Strategic Plan document in 2007 with Mission, Vision, Values, and Goals.

WHEREAS, the Housing Authority of the City of Durham recognizes the importance of having a clear and current Strategic Plan, including its statement of Mission, Vision, Values, and Goals.

WHEREAS, the Housing Authority of the City of Durham determined that it required an updated Strategic Plan for the direction of the agency.

WHEREAS, the Housing Authority of the City of Durham requested feedback, from the community, its residents, and staff in developing its Strategic Plan.

WHEREAS, the feedback was received, reviewed and evaluated by the Housing Authority of the City of Durham Senior Staff; and as deemed necessary the Strategic Plan feedback is reflected in the Mission, Vision, and Values, as well as the Goals.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Durham finds as follows:

1. That the Chief Executive Officer is hereby directed to formally adopt and implement the updated Strategic Plan, and the subsequent statement of the Mission, Vision and Values.

2. This Resolution shall take effect immediately.

Done this 24th day of May 2017.

Motion: Commissioner Quick; Seconded: Commissioner Nottingham; Approved: Unanimously

Miscellaneous:
Chairman Hudgins requested that the Strategic Plan be made as an instrument for evaluating the CEO. Also, he said the Board should start looking at this in June.

ADJOURNMENT
The meeting was adjourned at 4:30 p.m.

Motion: Commissioner Nottingham; Seconded: Commissioner Von; Approved: Unanimously

(SEAL)

Chair

Secretary

43