MINUTES OF THE REGULAR BOARD MEETING
HOUSING AUTHORITY OF THE CITY OF DURHAM
Durham Housing Authority
330 E. Main Street Durham
October 30, 2019

AGENDA ITEM I - CALL TO ORDER

Present:
Daniel C. Hudgins
George K. Quick
Raymond Lee Eurquhart
Robert “Bo” Glenn
Gloria Nottingham

Absent:
Mayme Webb-Bledsoe
Jillian Johnson, City Council Liaison

Staff Present:
Anthony Scott, CEO
Barbara Newman
Sabrina Sinegal
Meredith Daye
Denita Johnson
Melvin Green
Tammy Jacobs
Lorraine Erhunmwunsee
Cheryle Roberts
Alisha Curry
Charles Lyon
Sandra Small

Also Present:
Eric Pristell, Attorney, The Banks Law Firm
Christine Westfall

The meeting was called to order by the Chair, Daniel C. Hudgins at 5:33 p.m.

A quorum was present and the Regular Meeting was called into session.
AGENDA ITEM II – GENERAL COMMENTS FROM THE PUBLIC
➢ None

AGENDA ITEM III -- CHANGES TO THE AGENDA
➢ None

AGENDA ITEM IV – BOARD ACTION
Approval of the Minutes of the Board of Commissioners’ Regular Meeting held on September 25th, 2019

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

AGENDA ITEM V – PRESENTATIONS
➢ None

AGENDA ITEM VI -- CHIEF EXECUTIVE OFFICER’S BUSINESS REPORT
Mr. Scott presented his Business Report to the Board for review. His report gives a synopsis of meetings and activities that are going on and he has participated in. Mr. Scott reported that he had attended numerous meetings with the community and political organizations related to presentations on DHA’s portion of the Housing Bond. Many of those meetings were in conjunction with the Mayor.

Mr. Scott also gave an update on the Evictions Policy. He stated that DHA’s efforts go back about three years. At that time, DHA met with Alliance Behavioral Health to determine some of the root causes beyond the dollars and cents. DHA wanted to make sure that people who needed help with evictions would have the resources to do so. A partnership with Alliance Health would be beneficial because of their variety of resources and methodologies to work with families to determine if there were other issues within the families greater than budgeting. Over the past year, we moved to Global Express, which allowed residents to pay their rents a various locations throughout the city. Our utilization rate climbed to almost 80%. Once the company was bought out by PayPal, it was shut down without notice. We had to find new ways to accept payments. We eventually found another company that was similar to Global Express that was able to accept payments at a few locations in Durham. This process has been slow in rolling out. We have determined that this is a factor in the number of filings. Mr. Scott further stated that he wants it to be clear concerning the difference between filings and evictions. He explained that we have a high number of filings, but a much lower number of actual evictions. Many times when people are advocating against DHA evictions, they are conflating eviction filings versus actual evictions. Mr. Scott stated that we do not want to see anyone evicted because they are unable to pay their rent. DHA has revised our policies and have sent out notices to our tenants encouraging them to please contact their property manager or resident services if they are having problems paying their rent. That is very different from people who choose not to pay their rent. Mr. Scott stated that if you choose not to pay your rent, you will be
evicted. He further stated that DHA is often compared to Raleigh and Greensboro Housing Authorities. He reported that he has reached out to the Executive Directors of both agencies. In speaking with the Executive Director of Raleigh, he informed Mr. Scott that their rent collection rate was 99% - 100%. Therefore, if they are collecting 99% of their rent, there is no eviction problem because of non-payment of rent. Mr. Scott said he was unable to speak with the ED of Greensboro. He further stated that it is not fair to compare us with other Housing Authorities when their situation is different from ours.

Over the last three months, our filings have been an average of 45 a month which is half of where we were the previous three months. With the new process instituted by our in house counsel, Carl Newman, we had 69 filings this month. These were all legitimate filings of people who had not paid their rent, did not respond when we reached out to them, nor had they reached out to DHA for assistance. But by the time we got to court, 42 of them had been resolved. It’s unfortunate that we would have to file first in order to get a response. Out of those left, six of them did not show up and we are in the process of moving to eviction. Those tenants are still able to resolve it if they come in and work with us, but we cannot help them if they do not reach out to us. Mr. Scott stated that we will look at what other agencies are doing around evictions in addition to understanding what is going on within our own agency.

Brother Ray asked what was the Raleigh agency doing to achieve their high collection rate. Mr. Scott stated that our staff is in touch with their Director of Operations to discuss their process. Ms. Nottingham asked if we pay a fee when we do the filing, even if it’s resolved. Mr. Scott stated that we have to pay a filing fee of $126 and then the resident is required to pay us back. Mr. Quick asked is it a requirement for them to pay it back. Mr. Scott replied that we do require them to pay it back. We typically do a payment plan for them to pay the fee back. We cannot make payment of the fee a condition of reinstatement.

Mr. Hudgins stated that he feels as if DHA is moving in the right direction in minimizing evictions. We are going to do everything we can to help those tenants who need assistance. But if tenants are not willing to pay, eviction is an option we must carry out.

There were no additional questions or comments regarding the CEO’s Business Report.

**VII - GENERAL BUSINESS ACTION ITEMS (COMMITTEE REPORTS)**

*Chairman Hudgins stated that this is for the purpose of accepting reports from the three (3) standing committees. The information from these committees were also included in the previously distributed board package. The reports were as follows:*

**Development Committee Report (Chaired by Commissioner Dan Hudgins)**

Chairman Hudgins recommended acceptance of the minutes of the October 22nd, 2019 meeting.
Motion: Commissioner Glenn; Seconded: Commissioner Eurquhart;
Approved: Unanimously

There were no additional comments.

**Finance Committee Report (Chaired by Commissioner George Quick)**
Commissioner Quick recommended acceptance of the minutes of the October 22\textsuperscript{nd}, 2019 meeting.

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

There were no additional comments.

**Operations Committee Report (Chaired by Commissioner Bo Glenn)**
Commissioner Glenn recommended acceptance of the minutes of the October 22\textsuperscript{nd}, 2019 meeting.

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

There were no additional comments.

**Resident Services Committee Report (Chaired by Commissioner Nottingham)**
Commissioner Nottingham recommended acceptance of the minutes of the October 22\textsuperscript{nd}, 2019 meeting.

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

There were no additional comments.

**AGENDA ITEM VIII -- RESOLUTIONS FOR APPROVAL**
*The Chair, Daniel Hudgins, introduced the following resolutions*
(DHA) RESOLUTION NO. 3594

RESOLUTION APPROVING THE DHA DOWNTOWN AND REVITALIZATION PLAN (DDNP)

WHEREAS, the Housing Authority of the City of Durham ("DHA") had identified adequate reason to analyze the current conditions of the public housing and City-owned sites located in downtown Durham study site;

WHEREAS, DHA hired EJP Consulting to define and describe the issues, advise us of our options, and make recommendation to address revitalizing the sites;
WHEREAS, DHA received a grant from the Department of Community Development to fund the DDNP;

WHEREAS, DHA has reviewed the data gathering and community input process and is satisfied with the services performed, information contained therein, and methodology applies; and

WHEREAS, DHA has received electronic copies of the DNDP; and

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

1. That the final DDNP revitalization plan and report are hereby approved and adopted.

2. All actions taken to effectuate the foregoing resolutions by DHA, the Chief Executive Officer and Director of Development of DHA are hereby ratified and confirmed.

3. This Resolution shall take effect immediately.

Done this 30th day of October, 2019.

Motion: Commissioner Eurquhart; Commissioner Nottingham; Approved: Unanimously
RESOLUTION NO. 3595

RESOLUTION ADOPTING DHA’S SHARED PROSPERITY PLAN FOR THE DOWNTOWN NEIGHBORHOOD REDEVELOPMENT AND REVITALIZATION PLAN

WHEREAS, the Housing Authority of the City of Durham ("DHA") is dedicated to economic inclusion and equitable development;

WHEREAS, DHA seeks to contribute to the city of Durham’s overall vision for shared prosperity;

WHEREAS, in conjunction with the redevelopment of downtown sites a revitalization plan referred to as DHA Downtown & Neighborhood Plan (DDNP) was created;

WHEREAS, DDNP consists of public housing communities: Oldham Towers, Liberty Apartments, Forest Hill Heights, and JJ Henderson, as well as DHA Headquarters and Fayette Place, as well as City of Durham public sites: Rigsbee Street station and Southside Phase III; and,

WHEREAS, DHA is dedicated to establishing goals to promote outreach, require local participation, provide training, and extend support to disenfranchised businesses and individuals for the achievement of established participation goals and initiatives in conjunction with DDNP;

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

1. Adopt DHA’s Shared Prosperity Plan — Attachment A.

2. All actions taken to effectuate the foregoing resolution by DHA, the Chief Executive Officer and Director of Development of DHA are hereby ratified and confirmed.

3. This Resolution shall take effect immediately.

Done this 30th day of October, 2019.

After discussion, motion was made that the Shared Prosperity Plan Resolution would be approved subject to additional review by General Counsel.

Motion: Commissioner Quick; Commissioner Nottingham;
Approved: Unanimously
RESOLUTION NO. 3596

RESOLUTION AUTHORIZING THE WRITE-OFF OF CONVENTIONAL HOUSING COLLECTION LOSSES FOR THE PERIOD BEGINNING August 1, 2019 AND ENDING August 31, 2019

WHEREAS, the Housing Authority of the City of Durham has determined that it has exerted all efforts to collect monies owed from former residents; and

WHEREAS, the property management staff has notified each former resident of the amount owed; and

WHEREAS, the regulations of the U.S. Department of Housing and Urban Development rules require a board resolution to write off any and all monies owed that cannot be collected from residents.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Durham approves the write-off of rents, utilities, repair charges, court costs and late fees owed as per the listing of delinquent accounts shown in the amount of $9,620.48 for the period beginning August 1, 2019 and Ending August 31, 2019.

This resolution shall take effect immediately.

Done this 30th Day of October 2019.

Motion: Commissioner Glenn; Commissioner Nottingham;
Approved: Unanimously

AGENDA ITEMS IX – ENTITIES BUSINESS (Suspend and Reopen DHA Meeting)
Development Ventures Incorporated
Edgemont Elm Housing Inc.
Learning Assistance, Inc.

MOTION TO SUSPEND DHA MEETING:
Chairman Hudgins recommended a motion to suspend DHA’s meeting at 6:12 p.m.

Motion: Commissioner Nottingham; Seconded: Commissioner Quick;
Approved: Unanimously
MOTION TO REOPEN DHA MEETING:
Chairman Hudgins recommended a motion to reopen DHA’s meeting at 6:16 p.m.

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

AGENDA ITEM X – CLOSED SESSION (TIME IN AND OUT)
None

AGENDA ITEM XI -- ADJOURNMENT

The meeting was adjourned at 6:18 p.m.

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

Chair

(SEAL)

Secretary