

**MINUTES OF THE REGULAR BOARD MEETING
HOUSING AUTHORITY OF THE CITY OF DURHAM
Durham Housing Authority
330 E. Main Street, Durham, NC 27701
October 24, 2018**

AGENDA ITEM I

Call to Order

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

Present:

Daniel C. Hudgins
George K. Quick
Robert "Bo" Glenn
Larry Yon, II
Gloria Nottingham
Patrice Y. Nelson
Jillian Johnson, City Council Liaison

Absent:

None

Conference:

None

Staff Present:

Anthony Scott, CEO
Sabrina Sinegal
Matthew Scaparro
Olive Joyner
Keishma James
Lorraine Erhunmwunsee
Charles Lyon
Doris Jackson

Also Present:

Eric Pristell, Attorney, The Banks Law Firm

The meeting was called to order by the Chair, Daniel C. Hudgins at 5:30 p.m.

A quorum was present, and the *Regular Meeting* was called into session.

AGENDA ITEM II – GENERAL COMMENTS FROM THE PUBLIC

◆ **PUBLIC HEARING (s)**

- There was none

AGENDA ITEM III -- CHANGES TO THE AGENDA

- There were none

AGENDA ITEM IV – BOARD ACTION

- Approval of the Minutes of the Board of Commissioners' Special Meeting #2, held on August 30, 2018.

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

- Approval of the Minutes of the Board of Commissioners' Regular Meeting held on September 26, 2018.

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

AGENDA ITEM V -- PRESENTATIONS

- There were none

AGENDA ITEM VI -- CHIEF EXECUTIVE OFFICER'S BUSINESS REPORTS

- Mr. Scott was asked when DHA would receive notification regarding the status of the RAD application. Mr. Scott responded that it should be within the next two weeks.
- Mr. Scott shared with the Board that he had a good visit with HUD staff while attending the Council of Large Housing Authorities Fall Meeting. He stated that he communicated with Dominique Blom, General Deputy Assistant Secretary, and some of her staff regarding some of DHA concerns. Follow-up discussions will occur in the very near future.

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 four (4) 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 former Commissioner Niemann)

Chairman Hudgins recommended acceptance of the September 13, 2018 minutes.

**Motion: Commissioner Nelson; Seconded: Commissioner Nottingham;
Approved: Unanimously**

Also, Commissioner Hudgins mentioned the DRAFT October 11, 2018 minutes that are still being reviewed by the committee.

Comments:

Commissioner Nottingham asked when Damar and Morreene would be ready for leasing. Mr. Scott advised that an update would be provided at the next Development Committee meeting.

Commissioner Hudgins inquired if the contract was signed for Laurel Oaks. Mr. Scott stated that it had not yet been signed.

Finance Committee Report (Chaired by Commissioner George Quick)

Commissioner Quick recommended acceptance of the minutes of the September 19, 2018, meeting.

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

Comments:

Commissioner Quick stated that he has been on the Board for more than ten (10) years and this is the first time that he can recall that Durham Housing Authority has received a “clean audit” with no management comments. Commissioner Quick asked that these comments be in the minutes including his compliments to Barbara Newman. He thanked Ms. Newman for bringing DHA’s financial affairs in order.

Operations Committee Report (Chaired by Commissioner Bo Glenn)

Commissioner Glenn recommended acceptance of the September 19, 2018 meeting.

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

Comments:

Chairman Glenn highlighted a few topics from the October 17, 2018 meeting as follows:

- *Status of Public Housing Occupancy at Oldham Towers:* Currently there are 30 plus vacancies. 56 invitations were mailed; however, only six (6) came to the meeting. Some of the reasons for the lack of participation could be the need for a better location, they no longer qualify, etc. It was stated that some in the homeless shelters could possibly qualify.
- *ACOP set aside ___% for the homeless:* The referring agency has to sign an agreement that they personally reached out to the homeless families. Staff was asked to check again with Families Moving Forward and request that they provide the applicants to DHA. Commissioner Glenn stated based on the current plan, it looks like only an application needs to be provided. Mr. Scott responded that he would circle back with the team and provide the correct information.
- *Commissioner Nelson* added that sometime staff is picking up issues and is unaware of the rules regarding that issue. A host of things could be happening including staff not understanding the barriers.

- *Director, Olive Joyner* stated that there are Section 8 opportunities for the homeless and the choice would be to secure a voucher vs. public housing. The only obstacle could be the family size. It is not easy to get a landlord that would work with you.
- *Commissioner Glenn* asked that staff revisit site based housing rationale and determine if we are limiting options to fill our needs.

Resident Services Committee Report (Chaired by Commissioner Nottingham)

Commissioner Nottingham recommended acceptance of the July 12, 2018 meeting.

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

Commissioner Hudgins chaired the October 17th Resident Services Committee Meeting in the absence of Commissioner Nottingham.

AGENDA ITEM VIII -- RESOLUTIONS FOR APPROVAL

The Chair, Daniel Hudgins, introduced the following resolution:

RESOLUTION NO. 3555

RESOLUTION AUTHORIZING THE WRITE-OFF OF CONVENTIONAL HOUSING COLLECTION LOSSES FOR THE PERIOD BEGINNING August 1, 2018 AND ENDING August 31, 2018

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 require a housing authority to write off any and all monies owed that cannot be collected.

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 **\$919.75** for the period beginning August 1, 2018 and Ending August 31, 2018.

This resolution shall take effect immediately.

Done this 24th Day of October 2018.

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

ENTITIES BUSINESS:

MOTION TO SUSPEND DHA MEETING:

Chairman Hudgins recommended a motion to recess DHA's meeting at 6:00 p.m.

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

MOTION TO REOPEN DHA MEETING:

Chairman Hudgins recommended a motion to reopen DHA's meeting at 6:03 p.m.

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

AGENDA ITEM IX – INFORMATION ITEMS

There was none.

AGENDA ITEM X – CLOSED SESSION

Commissioner Hudgins recommended a motion to go into closed session at 6:04 p.m. to receive legal advice in connection with a commissioner issue.

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

Commissioner Hudgins recommended a motion to come out of closed session at 6:16 p.m.

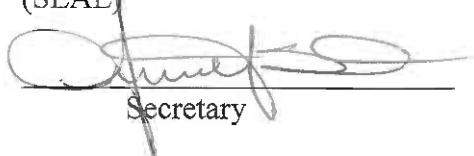
**Motion: Commissioner Quick; Seconded: Commissioner Glenn;
Approved: Unanimously**

AGENDA ITEM XI -- ADJOURNMENT

The meeting was adjourned at 6:25 p.m.

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


Chair

(SEAL)

Secretary

