



# Housing Authority of Winston Salem

## Development Committee Meeting

October 6, 2020

CONDUCTED ELECTRONICALLY DUE TO COVID – 19 PANDEMIC

**Development Committee Members:**  
**Committee Chairman Arthur T. King**  
**Commissioner Thomas Adams**  
**Commissioner Jemmise Bowen**  
**Commissioner Alfred Adams**  
**Commissioner Andrew Perkins**

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Development Committee Meeting  
October 6, 2020  
10:00A.M.

**DEVELOPMENT COMMITTEE MEETING AGENDA**  
**October 6, 2020**  
**10:00A.M**

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1. Call to Order
2. Agenda
  - Review and approval of the Agenda for October 6, 2020
3. Old Business
  - Review and approval of September 1, 2020 Development Committee Minutes
4. Communication
5. New Business
  - **Resolution 2135** Resolution Authorizing The HAWS Board of Commissioners to Approve an Increase in The Housing Authority of Winston-Salem Housing Choice Voucher Payment Standards for Zero, One, Two, Three and Four Bedroom Units
6. Department Updates
  - Development and Preservation
  - Administration
  - Operations and Resident Participation
7. Adjournment

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Development Committee Meeting  
October 6, 2020  
10:00A.M.

**09/01/2020 Minutes**

**Present via Webex:**

Committee Chairman Arthur King  
Commissioner Thomas Adams  
Commissioner Andrew Perkins  
Commissioner Alfred Adams

**Absent:**

Commissioner Jemmise Bowen

**Staff Presenting:**

Kevin Cheshire, Executive Director  
Nancy Thomas, VP of Administration  
Kelly Church, VP of Operations

Chairman King called the Development Committee Meeting to order at 10:00A.M.  
Roll call was taken and there was a quorum.

**Review of Agenda:**

Consideration to approve the Agenda for September 1, 2020:

**Motion:** Commissioner A. Adams

**Second:** Commissioner T. Adams

**Unanimous approval, No discussion**

**Old Business:**

Consideration to approve the Minutes from August 4, 2020:

**Motion:** Commissioner Perkins

**Second:** Commissioner A. Adams

**Unanimous approval, No discussion**

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**Communication:** (Cheshire) Briefly, Chariman King. This is Kevin. I did want to let you guys know that we had an issue with the elevator at Sunrise. I know we've talked a lot about the elevators Crystal. On Sunday morning, apparently the elevator at Sunrise fell eight floors. It was occupied at the time. Thankfully, there were no serious injuries. EMS responded, firefighters responded. Folks were treated at the scene but no one was taken to the hospital or had to, as best we know, obtain any additional medical treatment. The Department of Labor was on site yesterday. Needless to say they've shut the elevator down. We're working with Otis our service provider to try to figure out what caused the issue. Certainly nothing like this has ever happened in the past. So we certainly had no indication that there was an issue with that particular elevator. The other elevator is still functioning. And we'll keep you updated as we receive additional information from Otis and the Department of Labor. That elevator will remain shut down until we can figure out the cause. I'll take a hard pause there in case there any questions. (Perkins) Did you also have Otis to check the existing elevator and make sure is operating properly and that the all the safeguards are in place. (Cheshire) My understanding is that Otis did a complete inspection of both elevator systems. (Cheshire) And that we've got David Snyder, who's on the call, that's going to be the point person moving forward to make sure that we're coordinating with Otis as well as the Department of Labor. (Perkins) Thanks Kevin. (Cheshire) Yes, sir. Okay, the only other item is Chairman, is with respect to Tasia Wilson and this is somewhat bittersweet. Tasia, of course, has been serving as the board liaison since January. Her talent is apparent. It was even prior to her serving in this function. She's handled these duties adroitly as she's continued to handle her other duties. You all know that Urban Strategies is our people partner on the Choice grant. They have started staffing up with local individuals to provide those people services. Tasia has a background in social work. She recently received her master's degree. And so I'm happy for Tasia and happy for us as well that she has been hired on to the Urban Strategies team. So she will still stay part of the Choice Neighborhoods Team. She'll be heavily involved with us. We'll continue to work extensively with Tasia, but she will not be a housing authority employee. Although she will be heavily involved in housing authority projects as a member of the Urban Strategies Winston Salem Choice team. We certainly wish her well it's not a goodbye, it's not even really a see you later. It's we'll see you in a different role. (Wilson) I will be right down the street. (Cheshire) That's literally going to be the case. She'll be out of Cleveland. So I wanted to let you guys know she actually was supposed to start, I guess, what today Tasia with Urban and, I guess, in fact has. But she was gracious enough to agree to stay on and get us through this month cycle of committee and board meeting. So I wanted to thank her obviously for all of her work and wish her the best and I'm really excited for her and excited about continuing to work with her and Urban Strategies her new employer on the Choice Grant. So with that being said, Mr. Chairman, those are the only two items for the communication agenda section from me. (King) Thank you.

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#### New Business:

Resolution No. 2131: Resolution Authorizing the Approval of the 2021 Operating Budget

**Motion:** Commissioner Perkins

**Second:** Commissioner T. Adams

**Unanimous approval, No discussion**

(**Thomas**). This is the budget for the FY21 which begins October 1 and goes through September 30, 2021. The actual budget numbers are in your packet on pages 9, 10 and 11, but there's a PowerPoint that was also sent and that's what I'm going to use to go over the budget. To have the highlights and some assumptions used. Then at the end of that, if there are any questions, I'll be glad to try to answer those. And if I don't have an answer I'll get one and bring it back to the board meeting. Okay, so these are the budget assumptions and they are the same ones that are in print in your packet. For the FY21 budget the subsidy levels that we get from HUD for the public housing communities are budgeted at a 98% proration. Meaning we would get 98% of what the calculation says we are entitled to based on our rents and the demographics of the property For FY20 budget it was at 88.7%. But for FY20 actual it's been funded right at 100% and then plus some because we got CARES funding also. The occupancy levels for the public housing property is budgeted at 98% and that's based on what it currently is. And for the FY20 budget, they also varied between 97% and 98%. The management fees that we get from what the public housing communities pay to our central or corporate office for management. There's a HUD allowed fee of \$59.76 per occupied unit per month. So that's the 2020 number. So that's what's in there. So it's likely it could go up in 2021 but for budget purposes we just use the current number. The capital fund is budgeted to be about 5% higher than the 2020 capital fund. Right now the indication is that will be funded and it's been about that increase for the last several years. And then the CARES Act funds, as I mentioned, we had about \$800 and some thousand for low income properties and we anticipate having about \$125,000 of that left at the end of September so that's included in the first quarter of the FY21 budget. (**T. Adams**) Excuse me, before you move on. Can you tell me what the capital fund was? The absolute dollar amount in 2020 like to the nearest thousands of dollars. (**Thomas**) A little over \$3 million (**T. Adams**) Okay, that's good. Thank you. (**Thomas**) For the housing choice voucher program, the admin fees there are budgeted at a 81% proration. And that is what we currently are getting for calendar year 2020. In the budget for 2020 and we had it at 79%, which is what we were currently getting at the time we did that budget. The occupancy level or the utilization rate for the housing choice vouchers are budgeted at 90% and that's where we are actual. So likely that number would be higher. For budget purposes we're going with the rate we're currently at. And then again, we had CARES Act funding in there. We have about \$1 million and we anticipate having about \$93,000 of that left for the FY21 budget. We have a 2% to 4% salary expense increase in the budget and this allows for a cost of living salary increase, merit salary increase, as well as potential merit bonuses for staff. And of course this is subject to adjustment for their tenure. If they've been here

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less than a year, they would be prorated. And their employment status if they're part time versus full time. This is the same, budget wise, as we have done in the past two years. And then the last one on this page says there's no results from special projects or sell of real estate is included in this budget. So again, if there's anything that we were to do out of the ordinary a one time thing, we do not have that in this budget. And the next page is just some of the broad results for the budget. The total operating revenue is actually projected to decrease about 1%, \$652,661 and this is due to a decrease in the projected revenue for the Central Construction Unit, which is also offset by an equivalent decrease in their expenses. And we're actually showing a net 3% profit for the Central Construction Unit and that's based on the actual productivity in FY20, the projected construction remaining at Brookside View and then some additional projects that we may do using the CARES Act dollars. So again, the revenues decreasing, but bottom line is projected to show a profit of 3%. The salaries and benefits are expected to increase by \$126K from the FY20 budget. And again that's a result of any cost of living or merit salary increases, any merit bonuses and then any insurance premium increases. And there are no significant changes to the staffing levels proposed for the FY21 budget. The housing assistance payments, those are the ones paid to the landlords for our voucher program. They're projected to decrease about \$613K and that's mainly due to the MOD rehab vouchers that we're losing. Those were tied to the Skyline Village project, which is the project that's slated to be sold. The one where we're doing the bonds for. The total operating expenses are budgeted to increase about \$44K in that program. The projected net revenue consolidated for HAWS is \$133,953 it's compared to \$167K in the current budget and project a net increase in cash overall it's \$192K and that's compared to \$300K in the current budget. These differences are primarily a result of our tenant rents we are remaining flat. While operating expenses are showing a slight increase. It's very conservative budgeting. This slide shows by department, and this is also broken out into columns on your Excel spreadsheet that's included in your packet. So again, the yellow column is the budget for FY21. The green column is the budget for FY20, the blue is the changed dollar amount and then there's an explanation. In the low rent or public housing properties is showing pretty much breakeven. That's about \$140K decrease. And that's mainly because we're keeping the tenant rents slightly lower than they were budgeted but close to where they are currently at. While we're projecting a slight increase in the expenses. The housing choice voucher program is projected to break even. Last year projected about \$20K gain. Again, we're losing the administrative fee from the MOD rehab vouchers. They are offset some by increase in mainstream vouchers that we received and the CARES Act funds that we're receiving. The scattered sites which is Drayton Pines and Plaza. It's pretty close budgeted to break even with a \$1,705 gain. And that's a difference of \$128K. Again, we kept the rents at their current levels, which is a little bit reduced from their FY20 budget. With the expenses with a slight increase projected. Various grants we have are all lumped together and of course the grants are, by nature, break even vehicles. So those are budgeted to breakeven. In corporate cost center we're

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budgeting \$87,163 gain. The FY20 budget we had a \$181,342 loss that change is \$268,505 increase. This is due to the reduction of some administrative salary and benefit expense. From reduced staff positions compared to the FY20 budget. Similar to where we're actually at for FY20. And then at Imperial, budgeting a \$45K gain about \$13K decrease. And that's where we have some increase maintenance salaries and expense as well as workers comp insurance. Premiums were not budgeted there last year. The next page is just a pie chart that shows all of our revenue, how much comes from each area. So you can see the subsidy for the housing choice voucher is the majority of it. That same amount you'll see will go out in expense or pretty close to it. With the public housing subsidy being next and then you can see the percent of the remaining sources of revenue. And the last slide is the same thing for the expenses. Again, that's where you can see that the housing choice voucher payments to the owners is the largest expense with salaries and benefits next. Then you can see the others. The one under construction that is capital fund money expenses. So that's not actually coming out of operating. So that's what I have. If there are specific questions, I'll try to answer those. And if not I will get you an answer. **(King)** Any questions. **(Perkins)** Just want to compliment Nancy and the staff on a very comprehensive budget presentation. I thought this was exceptionally well done in terms of the the graphics and certainly the meat of the of the budget projections and assumptions as well as projection. So great job Nancy. **(T. Adams)** I would echo those comments. This was a great presentation. **(Nancy)** Thank you.

### **Department Updates**

#### Development:

Kevin Cheshire presented the September 2020 Development report as previously distributed. The development report is on page twelve of the packet.

Crystal Towers- Item number one showing there is Crystal Towers. We've been talking for a couple of months about the fact that HUD, as well as local officials wanted to kind of see what our relocation plan is. Not just as it pertains to the COVID impact. But as it pertains to how it might have changed since the original proposal. I reported to you all last month that I kind of had the original raw data that I needed to start putting that together. The note on here says that the summary is going to be completed by the end of the month, which of course I know this was presented to you all last week, but my intention there was that it would be completed by the end of the month of September - and that will happen. I'll have that ready to go for presentation. Full disclosure - I'm not sure that the appropriate forum to present that at least at this time, is at the committee meetings, which of course are public or at the full board meeting. So I will probably distribute that as essentially protected work product until we're able to discuss that with all of the

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parties who have inquired, which is to say local officials as well as HUD officials and then we will present it formally at an open meeting at some point down the road. But you have something to put your eyes on by the end of this month. The point there being to make sure that we've identified with some degree of specificity where folks may be able to move. Where they would be eligible that would have some comparable amenities given some of the unique challenges that some of the population at Crystal face. As well as, and not necessarily any less importantly, what our replacement development plan is. In other words, we know we've got to relocate the individuals but what is our plan for redeveloping those physical brick and mortar units.

Happy Hills- Item number two their shows Happy Hill. That likewise has been on for the last couple of months noting that we have presented a formal request to HUD DC, which was upon the development committee's recommendation, to just basically ask, "Hey, can we just build out these remaining units and then be free and clear of the deed restrictions?" We've made that ask. I got no formal response to my request. I did have a brief email exchange with the grant manager late last week who basically said I got positive feedback when I presented the request. I don't know that we're going to be able to give you exactly what you're asking for with respect to the particular number of units. But I think that we're probably going to be able to get you a compromise solution that will enable you to build out some replacement units and close this grant. So that was good news although I still don't have a timeline. And kind of concurrently, I've been having a lot of conversations with city staff and private developers who are very interested, understandably, in that land. As well as, of course, the neighborhood association and the residents. They are interested in making sure that we're preserving the integrity and the history and the culture. So I think all those things are good things, I just want to note that I don't think it's just HUD gives us the okay and we move forward like next month, kind of thing. I just think that we need to make sure that we're being fair to everyone who is expressing interest and being open about our process with respect to the next steps at Happy Hill.

Brown Elementary School- Item number three is Brown Elementary School. Of course I'll repeat myself again that the Brown Elementary School project is part and parcel now of the Choice Neighborhoods Implementation Grant, which of course is item number four on the development report. The Brown School site is listed as a standalone because it is phase one and it is an off site project, which is to say that it is the development of housing that is part of the Choice Neighborhood Housing plan, but it is not being constructed at the Cleveland Avenue homes site. The update there notes that the tax credit application will be submitted in January 2021. So the way that this is being funded is out of choice funds but the choice funds, just like with respect to all of the replacement housing that's going to be part of the choice grant, cannot be funded exclusively from the choice dollars. We're doing about \$100 million in development and there's

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only about \$22 million of choice dollars that are earmarked for housing development. The residual choice dollars are earmarked for neighborhood infrastructure and people services. So we're taking \$22 million of choice funds and we're leveraging that into \$100 million of new housing that, of course, requires some other layers of financing. One of which is a 9% tax credit application. Additionally, the design aspect needs to come first because we have to submit plans in January for that 9% tax credit application. So we issued a request for qualifications for design teams. We received nine responses. Of the nine, there were four who are identified and shortlisted as being qualified and capable of undertaking an effort of this scope. Those folks were interviewed, those four firms were interviewed. Housing authority had representation on that scoring committee as did McCormick Baron our housing development partner. Those four shortlisted firms have been asked to submit a fee structure and on September 11th, there will be a follow up conversation to discuss the scoring. I'll be included in that conversation as well as the other housing Authority representative and a city representative to discuss the fee structure and the scoring. Of the four final firms who are shortlisted, one is an MBE based out of Raleigh. The other three are not MBE's but they are all North Carolina firms. One of which is in Winston Salem. So we got four firms, all in North Carolina, one in Winston Salem and one an MBE. So we should have a decision on that certainly by the end of September and I'll be able to provide a report in October.

Choice Neighborhood Implementation Grant (CNP)- Item number four is Choice Neighborhoods. I will have that Master Development Agreement to you all for consideration at next week's full board meeting. I sent the individual members of this committee a draft, just because I didn't want to be dumping that on you over the weekend and having to review a document for the first time that is that extensive. I did have another productive call with the developer's attorney late yesterday evening. I think we've ironed out a couple of the other things that I did not necessarily realize were issues, but have become issues. I think we're in a good place on that and I've explained to him the urgency of getting that to you all, which is to say, collectively, you all as a full board, as quickly as possible so that you have time to think through it and ask any questions ahead of next week's meeting when HUD has mandated that we take action to approve that MDA and get that over to them.

Skyline Village- Item number five is Skyline Village. You all know that we're the issuer on a bond deal. The initial closing was anticipated for August - that has gotten pushed back. Of course, you know, we're out of it, you guys have done everything that you needed to do. It's now just the developer and the lender and all their respective counsel. The issue really is with the city reviewing the plans and approving the plans as drawn. So that's been a little bit of a hold up. I have not been directly involved in those conversations but from what I understand there aren't any real big issues that are potentially going to kill the deal, they're just having to work through

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them before we can get to closing. So I anticipate the closing now will be in October or November, which pushes that issuer fee for us into the 2021 fiscal year. That was something that Nancy noted and we've not included that in the budget because of course it's not a certainty. But we do anticipate receiving that issuer fee in the 2021 fiscal year.

I'll mention one other thing that's not on the report. I've really been trying to advocate for our role, not as a direct provider of affordable housing which we certainly are and need to continue to be, but as a conduit for the private market to more easily provide affordable housing. And one of the strategies that I've tried to pursue on that front is engaging with private developers and private property owners who currently do not have any restrictions or any designation for affordable units, income restrictions or rent restrictions. And trying to provide a way for them to do it in a way that's not perceived as a threat to the health of their community. And I mean health collectively, not in the medical sense of the word. So I'm happy to report that we have reached an agreement with a private property owner in what is known as an area of opportunity. That area has a census tract that has a higher median income, close to transportation, close to job opportunities. This particular apartment community is in the Southwest ward and that apartment owner has agreed to attach some deed restrictions, restricting some of the units, not just from an income standpoint, but also tying rent restrictions to that and has agreed to give priority for those units to folks who have come through our self sufficiency programs. So in other words, we're kind of giving the property owner a way to make sure that the individuals who are receiving the priority for these units have gone through a program and made sure that they are prepared to be successful in this new environment. So I hope that it'll be a win-win. It's somewhat of a unique approach. The private owners are not prepared to do identify itself yet, but I think we'll be rolling with the press release and getting those deed restrictions recorded sometime between now and the end of the calendar year. So I just wanted to mention that and that concludes my report, Mr. Chairman, with respect to development. **(King)** Okay, are there any questions or comments? **(A. Admas)** This is Alfred Adams, I just wonder with regard to Crystal Towers. Is our purchaser or presumed purchasers still maintaining its interest in the project? **(Cheshire)** Yes sir, fair question, a good question and the short answer to that is yes. I think that they understand collectively that things have changed from when this was initially proposed and they were prepared for some of these HUD hurdles. I don't think any of us were prepared for it to be as protracted as it's been. But to answer your question, Commissioner Adams. Yes sir they are still interested. **(King)** Okay Capital.

### Preservation:

Kevin Cheshire presented the September 2020 capital report as previously distributed. Of course David Snider is on if you all have questions of him.

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Brookside View – Item number one on there is Brookside view. The written report notes that four units are complete, which is unchanged from the August report, however, we did receive a fifth certificate of occupancy yesterday. Of course that was too late to have made its way into this written report but we do now have five units complete. I anticipate that the sixth unit will also be complete in the coming weeks and that we will likely have six occupied units by the end of September. So that's six down and eleven to go. We're vertical now everywhere even across on the north side of the cross street. So I think we've made really good progress in the last, you know, five or six months.

Cleveland Avenue Homes (CAH) – Item number two is Cleveland. That was a MOD rehab unit that is showing as 100% complete. I'll report that to the full board next week and then that will come off of the report.

Healy Towers – Item number three is Healy Towers. That of course is a lobby upgrade that was pending for a long time. We had to push the pause button because of COVID. The third party general contractor is out there on site. Again, we did have a small second change order. You all received a report on the first which was about \$10K. We had another one that was about \$3K that we had to tack on to that. Same reason, it was city plans review kind of flagging a few things with respect to the sprinkler system and the safety systems. We had to go in and touch that and we were not expecting to. But I think we're - I think we're good there. And I think that at the end of the day it's going to be a really good project and kudos to David for staying on top of the GC and not letting those change orders get out of hand because we went from half a dozen with a much higher dollar value to three with a much lower dollar value.

Piedmont Park – The last item is a Piedmont Park MOD rehab unit. That is also showing as complete. So that will be reported to the full board next week as well and then it will come off. So I just want to note, and David of course is on the call, but for the first time that I can remember we have no units in MOD rehab. I think Kelly told me at some point last month we had a dozen - we were down to a dozen vacant units across our entire portfolio. I don't know what that number is now but it's it's close to that. And that was good. I mean, that has been good. And that was our objective - was not to be chasing our tails running around trying to close out vacant units. We've closed them out, we will add some certainly to this list that need some updating and some modernization. David and his crew are moving on to putting door sweeps in the high rises. That's something that's been pending for a year or so since those new doors were installed. So we're going to get that complete and then we'll update this list when we start strategically taking on new capital projects, which is what I think we should be doing proactively looking at where those capital dollars need to be spent in order to reduce operating expenses, rather than responding to crises. So that's what we plan to do moving forward. That concludes my capital report Chairman King.

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### **Administration**

(Thomas) Yes, I'll just confirm that the 2020 capital fund was \$3,078,000. That's all I have.

(King) Thank you, Nancy.

### **Operations and Resident Participation**

(Church) Yes good morning, Chairman King, I'd like to report on that the internet connections we have established by spectrum have been installed with all the households that have school aged children. Our tenants are all able to now get online for the online education classes. Urban Strategies has opened their office out at Cleveland Avenue Homes. We were able to reserve a vacant unit for them to use as an office and we're getting ready to give them a second unit to use as an office. They have already started setting up interviews with our residents out at Cleveland Avenue Homes to move forward with the next stages of the Choice Neighborhood Grant. As far as the occupancy, Kevin briefly mentioned that our vacant unit numbers have been reduced. Our occupancy has remained extremely high during this COVID situation. Currently, we only have 10 vacant units across our portfolio and all of our high rises, Stoney Glen and Townview are 100% occupied. We do not have any vacant units and we are currently working to get the 10 units that are vacant turned by maintenance and they will be pre- lease with applicants off of our waiting list. Our housing reports are included in your packet and they start on page 14. That's all I have. Unless you have any questions. (Perkins) Are we telling anybody about the fact that we have spectrum setup in one of our major units? That's a big issue publicly. Have we told anybody about the positive installation of the spectrum Wi Fi in our area so the school kids are able to have their distance learning improved capabilities. (Cheshire) Yes, so we're on some calls. I guess it's a bi monthly call that attempts to address those connectivity issues. So we've discussed that during those calls. The school system did a press release about our collaboration and the larger local media picked up that news release. You know, I think Commissioner Perkins, how do I answer that? So I think, I think it is known. Okay, I think that's a fair answer. I think we've got a couple of challenges if I'm being honest. The installation was a little bit delayed from what we had initially projected and so we've got them now where all the families in Cleveland and Piedmont with school aged children who did not already have high speed internet or a Wi Fi hotspot through the school system have been wired up through us for high speed internet. We've also done that at Plaza and also at Townview. There was one other individual in another community that was not within that first phase of installation, who had reached out to us, who had a grandchild and we're in the process of doing an installation there. So I want to answer you honestly Commissioner Perkins. I think that it has been made known. I don't think that we have kind of gone out and done announcements for several reasons. One, we're trying to collaborate with the school system so that we're not duplicating efforts. Number two, I think, that initially

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there was guidance from HUD that these dollars we're using to provide this internet service would expire in December. So what we didn't want to do is start doing installations into September and October and then turn around and have to cut them off in December. And so the third component is simply the fact that you're trying to balance the equities of getting people wired up, with the concern that now all the sudden you're wiring everybody and you don't have sufficient CARES Act dollars to wire everybody and you're spending a lot of time verifying families that do in fact have schoolchildren who are who are utilizing one of our units for learning versus not. I probably didn't say that very articulately but I think the end of the day, the bottom line, Commissioner Perkins, is we're trying to work through the school system and make sure the folks that we're wiring up are the folks who need it and that we're not overlapping our efforts with what the school system and some third party providers are doing. Probably not a very good answer to your question. **(Perkins)** No I understand. That's a good one I guess the key issue for me now is you've alluded to the fact that the the hookups are essentially being paid for out of CARES dollars so if the CARES dollars evaporate say, January of next year, and there is no way which to pay for this that student will in fact be in a hardship area. As you in your coordination are you looking to how you can be able to pick that up from another fund source. We realized that the information that's coming out says that the underachievers are those who do not have internet connection and that would be absolutely critical for their continued development. **(Cheshire)** Yes sir, yes sir, I completely agree. And so, two things. One, we've got a funder, we didn't go get them as a housing authority, but someone else came to us with a funder - benefactor who's willing to to take care of the Plaza and the Townview units. So we're okay there. I've had a couple conversations with the school board chair about essentially figuring out if there's a way for the school system to kind of foot the bill so that we don't have to go through and disconnect service in December, when these dollars potentially can no longer be utilized for this service. And then have someone else have to go do a reinstall but essentially that we continue to maintain connectivity and that maybe we just send the bill over to the school system, and they've got some funding potentially to cover that. So I think the short answer is yes sir we're working on that, but unfortunately we don't have a great answer at this point.

### Adjournment:

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**Motion:** Commissioner Perkins

**Second:** Commissioner T. Adams

The September 1, 2020 meeting of the Development Committee adjourned at 10:38 A.M.  
Acknowledgement and Adoption of the September 1, 2020 Development Committee minutes

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Date Adopted

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Kevin Cheshire

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**RESOLUTION NO. 2135**

**RESOLUTION AUTHORIZING THE HAWS BOARD OF COMMISSIONERS TO APPROVE AN INCREASE IN THE HOUSING AUTHORITY OF WINSTON-SALEM HOUSING CHOICE VOUCHER PAYMENT STANDARDS FOR ZERO, ONE, TWO, THREE AND FOUR BEDROOM UNITS.**

**WHEREAS**, the Housing Authority must establish Payment Standards between 90 percent and 110 percent of the HUD published Fair Market Rent (FMR) for each unit size (number of bedrooms);

**WHEREAS**, the Payment Standard is defined as the maximum monthly assistance for a family assisted in the voucher program (before deducting the total tenant payment by the family) and the Payment Standard is used to calculate the monthly housing assistance payment for the family;

**WHEREAS**, the Housing Authority's current Payment Standards are as follows:

0 Bedroom - \$597  
1 Bedroom - \$611  
2 Bedroom - \$753  
3 Bedroom - \$1038  
4 Bedroom - \$1229

and the Housing Authority proposes to increase Payment Standards effective November 1, 2020, to represent 100 percent of the Fair Market Rents as follows:

0 Bedroom - \$624  
1 Bedroom - \$670  
2 Bedroom - \$825  
3 Bedroom - \$1111  
4 Bedroom - \$1322

**BE IT RESOLVED**, that the HAWS Board of Commissioners hereby approves the increased Payment Standards as indicated.

## October 2020 Development Progress Report

Development/Site/Initiative	Location	No. of Units	Objective	Status	Update
1 <b>Crystal Towers</b> (High Rise Public Housing)	6th and Poplar (Downtown/West End)	201	Repurposing of obsolete housing and non-performing asset	Demolition-Disposition Application submitted to HUD	Summary Completed; Scheduling October Working Group Calls
2 <b>Happy Hill</b> (HOPE VI)	Waughtown and Alder	106	Complete build-out of 101 remaining lots slated for single family detached and townhomes as part of HOPE VI grant	Former development partner (Salem Heights) unable to construct homes profitably. Development agreement terminated	HUD indicated 11 (six were proposed) replacement units may be required. Still awaiting official response
3 <b>Brown School</b> (Former elementary school - recently a child care center. Currently an abandoned structure [boarded and secured] sited on 4.5 acres)	12th and Highland (Cleveland Avenue Corridor)	85	Construct replacement units as part of Choice Neighborhoods Implementation	Implementation award received	Community meeting held regarding senior phase
4 <b>Choice Neighborhoods</b>	Cleveland Avenue Corridor	244	Obtain Choice Neighborhoods Implementation grant to redevelop Cleveland Avenue Homes and surrounding area	Implementation award received	Architect selected
5 <b>Skyline Village</b>	1528 Bruce Street (Near WSSU)	169	Finance significant capital improvement and modernization in a privately owned affordable housing community	Adopted Bond Inducement Resolution	Closing Pending City Plans Review; Likely November



**Central Construction Unit & Capital Projects (October 2020)**

Site	Description	Start Date	Estimated End Date	Percent Complete	Project Cost/Estimate	Comments
Brookside	New Construction - 17 Single-Family Detached	Feb. 2019	Dec. 2021	42%	\$2,585,129.00	6 Units Complete; Anticipate 2 additional units online in November
Healy	Lobby Upgrade	12/11/19	10/15/20	75%	\$351,017.12	Awaiting approval from City inspections

Monthly Combined Housing Report

Month Ending: 8/31/2020

	HAWS	Scattered Sites	MHA
Total Units	1179	205	50
Total Units Offline	15	0	2
Total to det. Occup.	1164	205	48
Occupancy BOM	1153	198	49
Move Ins	17	2	0
Move Outs	17	4	1
Occupancy EOM	1153	196	48
% Leased	99%	96%	100%
PIC Occupancy Percentage	97%	N/A	99%
Total Wait List	23,572	4	50
Evictions - Non-Pay	0	0	0
Evictions - Drug	0	0	0
Evictions - Minimum Renters	0	0	0
Eviction- Criminal	0	0	0
Eviction - Other	0	0	0
Eviction: Padlocks/Writs	0	0	0
Total Inspections	0	0	0
Total Inspections-Passed	0	0	0
Total Inspections-Failed	0	0	0
W/O Open BOM	76	6	0
Work Orders Rec'd	933	108	54
Work Orders Closed	1007	100	54
Work Orders Outst.	2	14	0
% Emerg Closed in 24 hrs.	100%	100%	0



# Housing Choice Voucher Program Report

8/31/2020

<b>I. Voucher Unit Utilization</b>	<b>Current</b>	<b>HUD Baseline</b>	<b>Percent Utilized</b>
Vouchers Leased	3624	4538	80%
Vouchers Issued but not Leased	88		
Unit Months Leased YTD	28,992	36,304	80%
Project-Based Vouchers*	347	371	94%
Moderate Rehabilitation Units	127	158	80%
Special Programs	131	239	55%
Mainstream*	68	173	39%
VASH*	102	144	71%
*included in Vouchers Leased			
<b>II. Voucher Budget Utilization</b>			
Monthly	\$1,931,569	\$2,136,190	90%
Annually	\$ 15,452,552	\$ 17,089,520	90%
<b>III. Family Self Sufficiency/Homeownership</b>			
Number of FSS Participants	75		
FSS Participants in Homeownership	0		
Number of Homeownership Vouchers Issued	4		
Number of Homeownership vouchers Housed	67		
<b>IV. SEMAP Indicators In PIC</b>			
PIC Reporting Rate	98.51%	>94%	
Indicator 9 - Timely Re-examinations	98%	>95%	
Indicator 10 - Correct Rent Calculations	100%	>97%	
Indicator 11 - Pre-Contract HQS Inspections	100%	>97%	
Indicator 12 - Annual HQS Inspections	92%	>95%	
Indicator 13 - Lease Up (budget or unit)	90%	>97%	
Indicator 14 - Family Self Sufficiency			
Enrollment: # of Participants	95%	>79%	
Percent with Escrow Accounts	56%	>29%	
<b>V. HCV Waiting List</b>			
Number of Applicants	3483		
<b>VI. Inspections</b>			
Units Inspected	359		
Passed	188		
Failed	171		
Failed - Tenant*	1		
Inconclusive/Missed/Cancelled	65		

\*Housekeeping failed by Tenant (included in total failed count above)



Madison Housing Authority	
Month Ending:	August 2020
Total Units	50
Units Offline	2
Units to determine Occup.	48
Occupancy BOM	48
Move Ins	0
Move Outs	0
Occupancy EOM	48
% Leased	100%
PIC %	99%
Total Wait List	50
Evictions - Non-Pay	0
Evictions - Drug	0
Eviction-Minimum Renters	0
Eviction-Criminal Activity	0
Evictions - Other	0
Total Inspections	0
Total Inspections-Passed	0
Total Inspections-Failed	0
W/O Open BOM	0
Work Orders Rec'd	54
Work Orders Closed	54
Work Orders Outst.	0
Work Orders Voided	0
Emerg Closed in 24 hrs.	4
Average Response Time for Routine W/O	4