ACQUISITION, RENOVATION AND DEVELOPMENT
COMMITTEE MEETING
OF THE HOUSING AUTHORITY OF THE CITY
OF WILMINGTON, NORTH CAROLNIA
July 17, 2013

The regular monthly meeting of the Acquisition, Renovation and Development Committee was held on Wednesday, July 17, 2013 at 4:00 p.m. at the Wilmington Housing Authority, 1524 South 16th Street, Wilmington, North Carolina.

Committee Members Present: Arcelia Wicker, Sr., Commissioner and Chair
Greg Neel, Commissioner
Jeffrey G. Hovis, Commissioner
Glenn Floyd, Director of HEO
Michelle Kerwin, Director of Finance

Committee Members Absent: Debra H. Hays, Commissioner
Helayne Levy, Commissioner
L.S. "Bo" Dean Jr., Commissioner
Stuart Franck, Commissioner

Others Present: Alfredia McDonald, Commissioner
Rhonda Mack, Director of HCV
Sara Davis, Executive Assistant
Chad Rivers, Director of Operations
Karen Schraml, HEO Coordinator

1. Call to Order

The meeting of the Acquisition, Renovation, and Development Committee, "ARD" was called to order by the Chair at 4:00 p.m. on July 17, 2013, pursuant to the Notice sent to the Commissioners and Staff of Wilmington Housing Authority.

2. Approval of Minutes

Minutes could not be approved due to not having a quorum.

3. Choice Neighborhoods

Commissioner Wicker deferred to Karen Schraml to give the report on Choice Neighborhoods.

Ms. Schraml reported the meeting with Rhae Parkes, consultant for Choice Neighborhoods, went very well and the main focus was on the requirements from the NOFA.

She stated that it was decided with the community's support we could submit a competitive application and staff would be focusing on acquiring property and getting the vacant lots appraised.

Ms. Schraml informed the Committee that United Way has agreed to be the lead for the people aspect, the city is the neighborhood coordinator, WHA is the root entity, WODA is the housing entity and UNCW is the anchor institution. She stated that commitment letters are being sent out to all community partners.

Ms. Schraml stated that the developers are working on a new site plan and focusing on ways to make the neighbor stand out as an area revitalized. She also said there is an emphasis on the Dawson Street Corridor. Ms. Schraml reported the RAD on Dawson Street will be phase one for Choice so staff is working to get that started.

Commissioner Neel asked if the area will be called Dry Pond after it is complete. Ms. Schraml said that has not been decided but they would like to tie it to the history of the area. The Commissioners discussed different landmarks and some of the history.

Commissioner Wicker stated that the consultant was fantastic. He asked Ms. Schraml if the prior consultant did enough to get us ready and Ms. Schraml stated she thought the consultant did the basic amount of work the previous NOFA required.

4. RAD

Karen Schraml reported that they will have to take 40 two-bedrooms from throughout Hillcrest, move them into the new units on Dawson St. and take the residents from the Annex and put them into the empty two-bedrooms in Hillcrest. She stated staff is waiting to hear from HUD on if they will have to submit a new application or if the old one can be modified. Ms. Schraml informed the Committee that there will need to be a resident meeting and also an amendment to the Annual Plan.

Mr. Floyd showed the draft of the plans for 3 buildings with 40 two-bedroom units. He explained the concept for the exterior is similar to what was done on Covall.

Commissioner Hovis asked if we could get credit for Phase one in the Choice application and Ms. Schraml stated that it is doubtful we could get the final commitments needed by September.

Commissioner Neel asked if there would be an income change by moving residents from a one-bedroom into a two-bedroom. Ms. Mack stated it was being looked into.

Commissioner McDonald asked if the demolition of the Annex would be the same as demolition in the past and would WHA receive money from HUD for demolition? Mr. Floyd stated he would have to check into that as he believes now it is all wrap up in the total funding of the project.

5. Eastbrook

Mr. Floyd reported on the following:

- Central Builders contract has been signed.
- Tree permit has been received.
- Preconstruction conference is scheduled for next Tuesday.
- Project will be started end of the month first of next month.

Commissioner Wicker asked if there was a projected completion date and Mr. Floyd stated if work starts in August it should be sometime in January.

6. SHDP1

Mr. Floyd reported the information was sent to NCHFA and staff is awaiting the final commitment letters. Once the commitment letters are received the subsidy layering review can be finalized.

Mr. Floyd reported they are still working with Telesis to get the storm water permit.

7. Project Matrix

Mr. Floyd reported on the following:

- EPIC reporting is due on July 30th.
- Rankin Terrace Tax Credit was submitted and we should hear by September.
- Hallway improvements at Solomon Towers will be completed in the next week.
- Kitchen upgrades: waiting on the cabinets.
- Chapel and conference area are being completed.

Commissioner Wicker suggested having a meeting at Solomon Towers so the Commissioners can do a walk through.

- Still working on the fourth capital contribution for the Creekwood South LITCH.

8. Resolutions

Mr. Floyd briefed the Committee on the resolutions stating they are general lawn maintenance and janitorial services contracts. He told the Committee the bids open on Thursday and the resolutions would go before the Board at the next meeting.

9. Winfield Smith

Mr. Floyd updated the Commissioners stating he spoke with Mr. Kilbourne and there has not been any change.

10. Other Business

There was no other business to come before the Committee.

11. Adjournment

A motion made by Commissioner Hovis and seconded by Commissioner Neel to adjourn the meeting carried unanimously