RESIDENT AND COMMUNITY RELATIONS
COMMITTEE MEETING
OF THE HOUSING AUTHORITY OF THE CITY
OF WILMINGTON, NORTH CAROLNIA
October 17, 2013

The regular monthly meeting of the Resident and Community Relations Committee was held on Thursday, October 17, 2013 at 4:00 p.m. at the Wilmington Housing Authority, 1524 South 16th Street, Wilmington, North Carolina.

Committee Members Present:
Debra H. Hays, Commissioner and Chair
Jeffrey G. Hovis, Commissioner
Stuart Franck, Commissioner
Alfredia McDonald, Commissioner
G. Vernice Hamilton, Interim Chief Executive Officer
Hattie C. McIver, Community Liaison Coordinator

Committee Members Absent:
Cheryl D. Sutton, Commissioner
L.S. "Bo" Dean Jr., Commissioner

Others Present:
Sara Davis, Executive Assistant
Ella Franck, Assistant Director of Operations
Mary Johnson, President Hillcrest Resident Organization
Tony Fisher, Sr. MIS Technician
Adam Wagner, Star News

1. Call to Order

The meeting of the Resident and Community Relations Committee was called to order by the Chair at 4:00 p.m. on October 17, 2013 Pursuant to the Notice sent to the Commissioners and Staff of Wilmington Housing Authority.

2. Resident Council Update

Ms. Vernice Hamilton updated the committee that all Resident Organizations are having regular monthly meetings. Creekwood South amended their bylaws and changed their meeting time to the second Wednesday of the month at 5:00 p.m.

Ms. Hamilton reported Houston Moore does not have a Resident Organization due to some of the officers either being transferred or evicted. There will be a resident meeting in November and staff hopes to hold elections in December.

3. Community Partners Report

Ms. Hattie McIver reported on the following:

- 40 Children from the sites went to the YWCA last Sunday.
- CAPP has started two groups; one at Creekwood with 8 families and one at Rankin Terrace with 6 families. Meetings are weekly for 14 weeks.
- 16 children went to the Cameron Art Museum for storytelling in African principles and dialogue.
- Computer classes are held at Solomon Towers.
- There is a meeting with UNCW on Monday regarding reopening the Community Campus at Hillcrest.

Commissioner Hovis reported meeting with Jenny Harris regarding UNCW's desire to do more with the Community Campus at Hillcrest.

Commissioner Hays requested MOUs go to Sara Davis for distribution.

Ms. Hamilton asked for an update on the after school program at Houston Moore and Ms. McIver stated that there are 45 children enrolled with 37 who regularly attend. She said hours are currently Monday, Tuesday and Wednesday from 2:30 p.m. to 6:00 p.m.

Commissioner Hovis reported approximately 35 volunteers have been found.

4. Resident Advisory Board Report

Mary Johnson, President Hillcrest Resident Organization, stated that the attendance has been good and recently the board has been reviewing the policy changes. Ms. Johnson reported not having anything that needs to come before the committee.

5. Policy Changes

Trespass List

Ella Franck presented the committee with an example trespass policy from Charlotte Housing Authority asking for any feedback from the committee.

Commissioner Hovis pointed out that the Charlotte policy is the one that was suggested by Wilmington Police Department.

The committee discussed the length of time someone can stay on the list; comparing WHA's current policy with the one presented from Charlotte Housing Authority.

Commissioner McDonald stated that the current WHA Trespass List needs to be purged as there are people that have been on the list and have moved from the state and or died.

Commissioner Hovis reported working with WPD on a possible data base that can be kept updated and accessible by WHA staff and WPD.

Commissioner Hays reminded the committee a few police officers were going down to Charleston to meet with their police department and will be bringing back their policies for review as well.

Commissioner McDonald stated she wanted more example policies by other Housing Authorities to review and felt that it was better to have someone nonbiased, not the police or WHA staff, to review and purge the trespass list.

Commissioner Hays asked Sara Davis to distribute the current WHA Trespass List.

Commissioner Hovis stated he felt the focus needs to be on developing a way of monitoring and purging the list that is not manually. He told the committee that the policy before them has held up in court and is created by NC Statures which is why the committee chose this one to review.

The committee discussed the North Carolina Statues regarding the time allowed during the eviction process. It was decided that the current policy met those statues.

Commissioner Hays stated that prior to the next meeting the committee members need to review and be prepared to discuss the example trespass policies.

Proposed Policy Changes

Commissioner Hays stated that everyone has had the policy changes for review and today a recommendation needs to be made for the Board of Commissioners at their next meeting. The policies include; no smoking, visitor, curfew, curb appeal, annual income and parking/towing.

ID Badges were discussed and Ms. Franck updated the committee on the following IDs, per site, that still need to be issued:

Houston Moore – 133
Hillcrest – 132
Solomon Towers- 6
Creekwood South – 20
Creekwood South LLC – 51
Rankin Terrace – 37
Vesta Village – 57
Woodbridge – 18
Glover Plaza – 8

Commissioner McDonald asked why Houston Moore and Hillcrest were so high and Ms. Hamilton stated the drive at Houston Moore hasn't taken place yet.

Ms. Johnson explained that many residents at Hillcrest still have the old ID and are checking with management as to if a new ID is needed.

Ms. Hamilton explained that each management office has the ability to take a picture and forward it on to Tony Fisher to get the ID printed. All developments will hold another drive and then any resident that still didn't get an ID will be sent a letter instructing them to come to the office for their ID. Ms. Hamilton said after the 28th enforcement will take place.

Commissioner Hovis pointed out a resident without an ID will be considered a lease violation.

The committee discussed ways to have residents pay for lost ID badges and paying in money order or having it added to the following months' rent were two ways discussed.

The committee decided the ID badge requirement would be added to the House Rules.

Commissioner McDonald questioned the Curb Appeal Policy regarding the trash pickup and Ms. Hamilton stated the dump truck will go to every site, Monday through Friday for bulk pickup. There was a notice put on all residents doors informing them that garbage must be at the curb by 8 a.m.

The committee reviewed the other policy changes and recommended they go to the Board of Commissioners, as written, for approval.

6. Other Business

Mr. Fisher reported he spoke with ADP and will have the quote for the panic buttons for Central Office and all site management offices. The quote is to install the buttons, bring the alarm systems up to date and monitoring on all sites. The quote ranged from $549 installation (Solomon Towers) to $1449 (Ranking Terrace) and $69 monthly monitoring fee per site.

Commissioner Franck asked where the buttons would be located and Mr. Fisher stated at the clerk's desk on each site, receptionist desk at Central Office and mobile devices for all locations.

Commissioner McDonald talked to the committee about holding residents responsible for reoccurring damages like broken or ripped screens.

Ms. Hamilton stated the topics covered at the managers meeting were screens, walking the development and charges to residents. She stated the main theme of the meeting was they had to change the way they manage the properties.

Commissioner Hays thanked Ms. Hamilton and staff for their hard work.

Ms. Hamilton thanked Commissioner Hovis for being available and working so hard with staff.

7. Adjournment

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