

FAYETTEVILLE HOUSING AUTHORITY

Meeting Minutes

Thursday, April 2, 2020

Fayetteville Housing Authority via Zoom

I. Call to order

Chair Bensinger called to order the regular meeting of the Fayetteville Housing Authority Board of Commissioners at 3:07pm on Thursday, April 2, 2020 via Zoom

II. Roll Call

Chair Bensinger conducted a roll call. The following commissioners were in attendance: Chair Bensinger, Commissioner Rios-Stafford, Commissioner Breashears, Commissioner McMahon. Additionally, in attendance, Executive Director Belford, Finance Manager Reynolds, reporters from channel 40/29, Democrat-Gazette and members of the public.

III. Public Comment

IV. Old Business

A. Updated By-Laws

The Commissioners discussed the updated by-laws briefly and Executive Director Belford stated due to COVID-19 there has been no contact with the attorney in this regard. She asked that the discussion be tabled at this time.

Commissioner Rios-Stafford moved to table the discussion. Commissioner Bensinger seconded the motion. All in favor. Motion to table the updated by-laws passed.

B. New Business

A. Resolution #1215 – Approval of Update to Five Year Plan

- a. Plan to build on West Avenue and sidewalk easement - Executive Director Belford asked to update the plan to include what needs to be done on West Avenue. Section 18 application is needed for two (2) items. 1 for easement and 1 for buildings that will be added. She proposed updating the five-year plan to include both items. We do have confirmation from the City of Fayetteville that all utilities lines will be buried. We have this in writing.
- b. The original offer was issued at \$15 per sq. ft, we countered at \$23 per sq. ft. They came back and said they would offer \$30 per sq. ft.
- c. Drew out plans to this when the building is included the city will purchase that part because it will be utility easement – total number will be \$96,000 (\$30 per sq. ft). Temporary grading easement (\$9,650) total \$106,000 for Fayetteville Housing Authority. Retaining wall is \$78,000 proposing to deduct \$78,000 from \$106,000 for a net check of \$28,000 to get retaining wall and easement and make \$28,000.
- d. Per Ali Quinlan, contract architect to the City of Fayetteville, she states that the south lot opts for a 24 ft building, proposed to cut parking lot 3-4 spaces from the current

design. With the retaining wall, sewer line, water meters to HCT we will need to leave 3-4 spaces open to account for that work. There is good utility prep in place – need aerial access. Propose to change to parallel parking to increase number of spaces more efficiently. This will allow for prep and aerial access. Originally it was thought we would lose 16 parking spaces but with modifications it will be 12 parking spaces instead.

- e. North lot, will need aerial access in the future. We will be losing 3 parking spaces instead of 12 and we maintain all access to equipment and dumpster.
- f. Commissioner Rios-Stafford asked for confirmation that this was for lower parking changes only and that no changes were being made to the upper lot. Ms. Quinlan confirmed there was nothing keeping us from making changes to the upper parking lot.
- g. Executive Director Belford stated that there was a parking study done between the hours of 8PM-8AM to confirm there will be enough parking spaces. She confirmed there will be enough parking spaces when the residents temporarily housed at North Gate return to Hillcrest Towers.
- h. Ms. Quinlan states that the city will require one parking space per one bedroom. She states that from a city permit standpoint parking would not be an issue. States she can not confirm what the city will decide, but that is her personal statement only. She states that public use will be similar to Spring Street with residents using tags and public using meters.
- i. Commissioner Breashears expressed his concerns regarding the loss of parking spaces and the obligation to the residents. After a long discussion it was determined there will be sufficient parking spaces to accommodate current and future residents.
- j. Ms. Quinlan stated the City of Fayetteville has a timeline to accomplish all phases of the project. Executive Director Belford stated FHA was approximately 6 weeks behind schedule. With the outbreak of COVID-19 the FHA staff has been shortened and she is trying not to create any undue hardship however, there is a draft of the RFP in place that needs to be finalized. Commissioner Bensing states she understands the situation and feels the urgency to act but feel the need to be a good steward with our resources towards other goals.
- k. Ms. Quinlan stated that the City of Fayetteville needs to know within 30 days if they will be pursuing the building of the retaining wall. If the wall needs update the city can build it and FHA would pay for the wall which would still be cost efficient. This needs to be designed by an architect and he/she will need 30-60 days to design the wall.
- l. Ms. Quinlan stated the project is projected to go very smoothly in regard to parking, utilities. She reassured the board not to feel overwhelmed.
- m. The environmental review required a Cultural Arts Corridor. It appears there is no interference. We need to keep this in mind when working on Willow Heights.
- n. Commissioner Rios-Stafford moved to accept Resolution #1215. Commissioner Breashears seconded. All in favor. Motion passed.

B. Willow Heights Legal Discussion

Executive Director Belford states there was a lawsuit filing in Washington County Circuit Court on March 16 alleging we are in breach of contract as well as committing fraud. All attorneys she has spoken states this is hard to prove. She states there are insurance companies to be named. We have let our insurance company know about the lawsuit and they informed us that we do not have

coverage for breach of contract. Willow Heights Developer LLC, who entered a contract to purchase Willow Heights in the original contract of March 2017, states there was fraud and negligence. There is nothing needed from the board at this time this was just to let the members of the board know what was received. We will not speak of a legal strategy in public and Mr. Crouch and our firm in Little Rock are working with us on this matter. This is simply to serve as notice to the board that this lawsuit was filed.

C. Resolution #1216 – Approval of Section 18 application to sell easement to City of Fayetteville

Executive Director Belford added resolution approval to sell property. Section 18 is portion of HUD code that allows for demolition and disposition of a building, dispensing of property. After application is submitted, next step is that the contract to sell easement will be completed with City of Fayetteville.

D. Resolution #1217 – Approval of re-classifying DHAP and DHAP-IKE for Covid 19 assistance

There was \$139,101.09 for DHAP and \$2,2882.40 for DHAP-IKE. FHA received a letter from the government authorizing FHA to use for COVID-19. It appears that it can be used for cleaning products, education and further staff needs. Commissioner Breashears suggested that a prior resolution will need to be revoked first. He also suggested that part of the money be earmarked for face masks. There was discussion of adding another social worker.

Commissioner Rios-Stafford made a motion to accept Resolution #1217. Commissioner McMahon seconded. All in Favor. Motion passed.

VI. CONSENT AGENDA

- 1) Approval of minutes from previous regular board meeting, February 27, 2020
- 2) Approval of January 2020 FHA Programs' Balance Sheets & Income Statements and February Accounts Payable Summary
- a. Chair Bensing call for vote to approve consent agenda. All in favor. Consent agenda approved.

VII. STAFF REPORT

- A. Executive Director, Angela Belford
 - a. States she is very proud of our team and that everyone is acting on the line of their job description "other duties as assigned". We have had volunteers and that the local Wal-Mart is working with us to allow our residents to shop early to avoid contagion. States we have gotten food donations from a local restaurant. Meals on Wheels have gone to frozen meals. Our team is working well as a team. We take temperatures each morning and are staggering our staff to avoid excess exposure.
 - b. Update on renovations, moving forward with the plans during COVID-19. No other staff reports this month due to short staff.

IV. Adjournment

Motion by Commissioner Bensing to adjourn, Commissioner Breashears seconded, Roll Call, all voted in favor. Meeting adjourned.