

## **Resident Advisory Board Meeting Minutes**

Public Housing 11/12/2020 5:15 pm.

In attendance: Dr. Linda-Thomas-Worthy (ED), Christine Lagana (PM), Jessica Runshaw (S8M), Terry Harrison (resident)

### **Dr. Linda Thomas Worthy presented 2020 Capital Funds information:**

- Total Capital Funds available for 2020 was \$939,990.00

#### **2020 Projected Improvements**

- Community Center
- Replace all outside storm doors
- Replacement windows
- Gas store replacements
- Pave parking area

#### **2020 Completed Projects**

- New Sidewalks (Amp 1/2)
- New siding/gutters/soffit (AMP 1/2)
- Replacements roof (AMP 1/2)

#### **2020 Noncompleted Projects**

- Due to COVID-19, faucet/sink replacements were delayed
- Garage/Storage Addition (AMP 4)-bids rejected for being higher than what was projected to complete project
- Electricity Improvements (AMP 3/4)- Bid approved, work has not begun
- Community Center Improvements moved to 2021

### **Jessica Runshaw and Christine Lagana presented 2021 PH Lease, Handbook, and ACOP changes:**

#### **Handbook**

##### **Page 5 Change**

- New Maintenance Rate effective 4/1/2021 will be \$30.00 per hour.

##### **Page 7 Addition**

- Feeding of wild life is prohibited. Bird/Squirrel feeders are permitted.
- Tenants are encouraged to decorate their yards. However, no décor or item including: flags, political, or religious décor may be attached to the building.

## Page 8 Change

- No business advertising, vulgar, or discriminatory signs that refers to unfair or unequal treatment of an individual (group) based on characteristics including: age, disability, or ethnicity, or gender.

## Page 10 Addition

### Provided Amenities

FCHA will provide the following items at move in. Failure to have these items in the unit at any given time will result in the tenant being charged the appropriate fee.

- Two ice cube trays
- Air Conditioner Remotes (if applicable)
- Air Conditioner Covers (if applicable)
- Trash/Recycling cans are provided for Village Green and Valley

## Page 11

### PEST CONTROL POLICY

In order for FCHA to continue to provide pest free housing, there will be scheduled, quarterly pest control treatments of all units. For this to work successfully, we need you to communicate any pest issues to us including roaches, bedbugs, and mice.

The following breakdown, will explain each of our roles in guaranteeing this success:

#### Tenant Role in Pest Prevention

- Maintain good housekeeping standards to prevent pests
- Notify the office of any evidence of pests
- Prepare unit for treatment per preparation sheet

#### Management Role

- Verify evidence of pests
- Place monitoring devices if necessary
- Schedule a treatment from an outside source
- Distribute treatment preparation sheets
- Contract/Pay for the treatment
- Enforce compliance with pest prevention/treatment
- Provide pest prevention education

Failure to report a pest issue in a timely manner may result in the issue getting significantly worse over time. This may result in disposal of your personal property, furniture, or require a lengthy treatment process. If there is evidence of an **unreported** infestation in your unit, a lease violation may be issued.

**No changes to Lease 1, 2, or Pet Policy.**

## Page 14 Addition

**9. Marijuana/Medical Marijuana.** Tenant acknowledges that they are not permitted to use any form of illegal drug on or off the property. The tenant may have a medical need to use marijuana per doctor order, however any form of marijuana cannot be used on federal funded property.

## Questions from the residents:

- Ms. Harrison did have one question pertaining to child support. Since the monthly amount can fluctuate based on arrears, sometimes only a \$1 or \$2, must she report those changes. Ms. Runshaw reviewed income reporting policy with resident and explained that the new income must be consistent (more than one or two times) or more than \$200 per month increase. If the new income meets these criteria, it must be reported to the HA within 14 days of the change, not receipt of monies.

## ACOP

### No changes to Intro, Chapters 1-2, 4-11,13, and 15

### Chapter 3

#### Page 8 Addition

PHA will require proof of residency for the unauthorized occupant(s). Acceptable forms of proof may be a signed copy of the current lease, rent receipts with landlord contact information, or a utility bill in the name of the guest. Other documents may be accepted at the PHA's discretion.

#### Page 24 Update

In order to determine the suitability of applicants FCHA will examine applicant history for the past **five** years. Such background checks will include:

*Past Performance in Meeting Financial Obligations, Especially Rent*  
PHA and landlord references for the past **five** years, gathering information about past performance meeting rental obligations such as rent payment record, late payment record, whether

*Disturbances of Neighbors, Destruction of Property or Living or Housekeeping Habits at Prior Residences that May Adversely Affect Health, Safety, or Welfare of Other Tenants, or Cause Damage to the Unit or the Development*

PHA and landlord references for the past **five** years, gathering information on whether the applicant kept a unit clean, safe and sanitary; whether they violated health or safety codes; whether any damage was done by the applicant to a current or previous unit or the development, and, if so, how much the repair of the damage cost; whether the applicant's housekeeping caused insect or rodent infestation; and whether the neighbors complained about the

applicant or whether the police were ever called because of disturbances.

## **Chapter 12**

### **Page 2 Addition**

A per diem rate will be accessed for food and other necessary items

## **Chapter 14**

### **Page 14 Correction**

FCHA has designated the following to serve as hearing officers:  
Hearing Officer, Executive Director, Property Manager, or Section 8  
Manager

## **Chapter 16**

### **Page 8 Addition**

Civil law suit- if amount owed is greater than \$2000

### **Questions from residents:**

- Ms. Harrison also asked about her \$22.10 that she receives from welfare. It was explained that this income is considered consistent and should be reported to the HA. Since it is less than \$200, it will be caught at her annual recertification.
- Ms. Harrison has submitted a written request to be placed on one-bedroom waitlist. She wanted to confirm that she was on the list and what her placement was. Ms. Runshaw confirmed and verified her placement and did explain the updated Transfer policy. Mr. Harrison is being "grand-fathered" in under old policy. Ms. Runshaw explained the reasonable accommodation process to her as well in case her need to transfer was for medical reasons.
- Ms. Harrison called a work order in previously for a strong odor in unit. She states that the odor is coming back. Created work order.

**Closed meeting at 5:35 pm.**