

REGULAR BOARD MEETING

Elkhart Housing Authority

April 21, 2016

The Board of Commissioners for the Housing Authority, City of Elkhart met in regular attendance at 4:30 PM on Thursday, April 21, 2016 at the Elkhart Housing Authority, located at 1396 Renham Avenue, Elkhart IN.

Commissioners present: Lefate Owens, Len Paff, Margaret Owens, Cory White, JeNeva Adams, Jason Moreno, and Angelica Hatchett. Commissioner Lefate Owens had the Commissioners and the Executive Director introduce themselves.

Staff members present: Kim Sindle, Joan Lau, Terry Walker, Christine Tack, Andria Rios, Deb Stoffer, Julia Henry, Lori Bowers, Taresa Walker, Todd Fielder, and Terry Staner.

Audience members present: There were 5 concerned residents of the Elkhart Housing Authority, City of Elkhart Mayor Tim Neese, City Councilman Brent Curry, Sargent William Hockworth, Elkhart Fire Department Assistant Chief Steve Kamp, Dannel Brown PHD, Danny Brown, Jacqueline Williams, Pastor Wayne Malone, Keith Hutchinson, Reverend McNeal Stewart, Pastor William Hashworth, Pastor Marvin Pace, Don Money, J C Carter, Arvis Dawson, Pastor Cory Brown, Frances O'Hara, Jerry Watson, Tonda Hines, Earnestine Watson, Marty Irving (CAPS), Robert Hunt (Non-denominational Ministers Alliance of Elkhart), and Herman Washington.

❖ Roll Call

Commissioner Lefate Owens called the meeting to order. Terry Staner called roll to verify.

❖ Audience Concerns

Commissioner Lefate Owens asked all audience members intent on voicing an audience concern to please state their name before they begin with their concern. Commissioner Jason Moreno asked residents to state or raise their hand if they did not want their names or faces used by the press for their own personal safety, due to the significant press presence. Tonda Hines asked that the continued extra patrols reflect the coming and goings of the school children until school lets out June 1st. Executive Director Kim Sindle asked Tonda Hines to email the school schedule to him. Tonda said she would. City Councilman Brent Curry reminded everyone that HUD cut the funding for extra police patrols and it is HUD that all attendees should be calling to voice their concerns. Councilman Curry stated the community needs to have some dialog with HUD, letting them know the community disapproves of their cutting security funding.

Concerned Resident 1 stated she did not feel safe with all of the drug activity, dice playing, and loitering going on in Washington Gardens. Resident 1 said loiters hang out on her porch and are rude when asked to leave. Concerned Resident 2 reported people play dice in between the buildings where patrolling officers cannot see them. Resident 2 said there is a constant battle with people coming onto porches to hide from police. Resident 2 stated there is a constant battle with very loud people loitering after dark, sitting, kicking, spitting, and urinating on parked tenant vehicles. Resident 2 said it is a constant battle with drug dealers selling drugs in front of her apartment. Resident 2 stated this is not a race issue, it is a crime issue. Resident 2 says she believes Washington Gardens needs more lighting and residents need a number they can text pictures to and a special number to call incidents in on besides 911 which takes too much time. Resident 2 said the A/C installations are wonderful but safety needs to be the number one concern at Washington Gardens. Resident 2 said all residents need to become involved, not just a few.

Commissioner Lefate Owens cautioned the audience their concerns may not be addressed promptly because there will need to be some in depth discussions to determine the course of action to take. Mayor Tim Neese told the Residents that he was proud they came to the meeting because he knew it was not easy. Mayor Neese stated he was a participant in the private pre-Board meeting held with Commissioners and the Church Communities and he felt it was a good step forward. Mayor Neese reported there would be another meeting in the next few weeks, and the Elkhart Police Department, the Housing Authority Board, and Mayor Neese himself, will be doing everything they can about this issue. Mayor Neese stated he did not want residents to be afraid, he wanted residents to feel safe in their neighborhood and their neighborhood is just as important as any other neighborhood in the City of Elkhart. Mayor Neese went on to say the Inter-denominational Pastoral Association was involved in the earlier meeting and they want to help. Mayor Neese reported the Inter-denominational Pastoral Association has been

riding along with the police department, which he is not sure that has ever been done before, so they can understand just what the residents are going through. Mayor Neese reported there was discussion of some type of anonymous tip line, but more discussion is needed to come up with more options and ideas on how to increase resident safety and rid the neighborhood of crime.

Marty Irving (works for CAPS) stated not only are residents in danger, but so are the different service workers that tend to the residents of Washington Gardens. Marty said there are home visits she has to make for her job, visiting the young mothers and their children living in Washington Gardens, and she is worried about the crime element.

Robert Hunt (Non-denominational Ministers Alliance of Elkhart) reported the Alliance has walked through Washington Gardens many times and have witnessed some of the crime going on there. Robert Hunt stated he would like to give a list of what the Alliance expects out of the residents in order to help clean up their neighborhood. Mr. Hunt reported it is non-residents causing most of the trouble, do not be afraid, call the police. Mr. Hunt suggested starting a neighborhood association because there is strength in numbers. Mr. Hunt reported the Elkhart Police Department does a tremendous job, which he has seen first-hand while doing a ride-along with an officer last Friday. Robert Hunt asked that the Washington Garden's Community support the police department. Mr. Hunt asked if there was a loitering ordinance. Tonda Hines said yes there is an ordinance, and a concerned resident stated it was posted. Robert Hunt reported tenant accounts of 911 operators acting annoyed and are rude when receiving calls from tenants regarding criminal activity. Mr. Hunt announced the Ministries will be having one of many cookouts at the Roosevelt Center soon, and they will continue walking through Washington Gardens, interacting with the community. Robert Hunt stated the Churches are getting involved in Washington Gardens.

Pastor Brown (Baptist Church) stated he would like to applaud the residents who have the courage to come out to discuss what is going on at Washington Gardens. Pastor Brown went on to say that we need to listen to the people in order to understand the problem and solve the problem. Pastor Brown said the residents who invite the criminal element in need to be forced to move out of Washington Gardens, they are promoting the criminal activity.

Pastor William Hashworth stated the Elkhart Housing Authority needed to add more lights. Pastor Hashworth said if Washington Gardens is lit up, it will help get rid of loiters and nobody will be able to hide in the shadows from police. Reverend Stewart stated the community has to overcome evil with good and asked residents to help. Reverend Stewart suggested the Housing Authority send out a warning letter to those residents who act inappropriately, that actions have repercussions and the Housing Authority is preparing to clean house.

Commissioner Lefate Owens reported that residents are not helping due to the fact they will not give information on crimes they have witnessed. Commissioner Lefate Owens stated he knows residents are afraid, but without their help the police are stumped in many cases. Commissioner Lefate Owens told the audience the police needs witnesses to crimes to come forward with information in order to clean up their neighborhood. Commissioner Lefate Owens stated residents need to let the Housing Authority or the police department know who is helping hide out the criminals that visit Washington Gardens, using the anonymous hotline, once up and running.

Commissioner Jason Moreno stated concerns of retaliation have been heard by the Housing Authority and a text line for the Elkhart Housing Authority for tips and leads is under consideration at this time. Commissioner Moreno reported the Elkhart Police Department has a text line already for those who are unaware and those with questions may call the police department for more information. Commissioner Moreno stated he would be issuing an anonymous survey to the residents of Washington Gardens to gather helpful information and ideas. Commissioner Moreno said, tentatively, he will be holding another meeting in 3 weeks with residents only, outside the Board offices, to discuss all information gathered and what can be done moving forward. Commissioner Moreno stated he has commitments from the Mayor's office and the Elkhart Police Department to continue this line of conversation with everyone, including the Housing Authority, and there has been talk of forming a group of concerned agencies and not-for-profit organizations as well. Commissioner Moreno asked anyone who may be interested to see him after the meeting. Commissioner Moreno stated anyone with questions may see him after the meeting as well.

Kim Sindle, Executive Director of the Elkhart Housing Authority, stated all residents could put suggestions and tips in the payment drop box located at the front entrance of the corporate office located at 1396 Benham Ave. Kim reported a flyer could be sent out announcing it. Commissioner JeNeva Adams liked that idea for those who

have no computer or phone available. Kim Sindle said he has heard a lot of good suggestions that he will take under advisement, checking with staff to see which, if not all, can be put into place relatively quick. Kim stated work will begin right away on creating the tip line.

❖ **Election Of Officers**

Commissioner Len Paff nominated Commissioner Cory White as Chairperson. Commissioner Margaret Owens seconded the motion. All Commissioners present unanimously voted to approve Commissioner Cory White as Chairperson of the Board. The office of Chairperson switched from Commissioner Lefate Owens to Commissioner Cory White.

Commissioner Cory White asked for nominations for Vice-Chairperson. Commissioner Margaret Owens nominated Commissioner Len Paff as Vice-Chairperson. Commissioner JeNeva Adams seconded the motion. All Commissioners present unanimously voted to approve Commissioner Len Paff as Vice-Chairperson of the Board.

❖ **Approval of Minutes**

Exhibit A — Approval of Meeting Minutes — March

Commissioner Jason Moreno motioned to approve the minutes from the March 17, 2016 meeting. Commissioner Lefate Owens seconded the motion. All Commissioners present unanimously voted to approve the March 17, 2016 minutes.

❖ **Approval of Vouchers**

Exhibit B — Approval of Vouchers — March

Commissioner JeNeva Adams motioned to approve the vouchers for March 2016. Commissioner Lefate Owens seconded the motion. All Commissioners present unanimously voted to approve the March 2016 Vouchers.

❖ **Executive Director's Report**

Exhibit C — Executive Director's Report

- **Human Resources:** Kim reported there were two staff members that reached important milestones in the month of March: Loretta Eber, HCV Clerk, has reached 5 years of service and Angelia Washington, Human Resources Manager, has reached 20 years of service. Kim stated there was one separation due to a violation of company policy.

- **Comprehensive Improvements:**

Scattered Sites: Kim announced emergency plumbing repair work of a vacant unit on Malcolm Drive has begun.

Riverside Terrace: Kim announced the Verizon wireless tower at Riverside Terrace is nearing completion. Kim stated there is an aesthetics issue with the building that is being looked into.

Washington Gardens: Kim announced phase II of the HVAC upgrade has been completed and charging each condenser with Freon will be finished by early May. Kim reported there is only five buildings left to do.

Waterfall High-Rise: Kim reported the basement riser project has been completed and is scheduled for a final walk through.

Rosedale High-Rise: Kim reported the LED lighting project was completed. Kim stated staff applied for an AEP rebate program that was available making it possible for the Rosedale High-Rise to receive a rebate check for just over \$4,200.00.

COCC: Kim announced the request for 2016 CFP funding has been completed and submitted to the HUD Field Office. Kim reported the finishing touches are being added to the HUD 2016 Safety & Security Grant application which has a deadline of April 29, 2016.

- **Housing Choice Voucher Program:** Kim reported the HCV report for the month of February, 2016 shows a total of 734 vouchers leased up, which means HCV is still over leased just a bit. Kim said the waiting list for HCV is still closed due to the over leasing.
- **Public Housing and HCV Family Self Sufficiency Programs:** Kim reported the Public Housing Family Self Sufficiency program is currently serving 88 clients. Kim stated one new participant joined the program, three participants were terminated from the program. Kim reported one participant ported to Michigan and one participant ported to Illinois. Kim stated the current escrow balance is \$67,795.00.
- **Public Housing:** Kim reported the occupancy rate for Public Housing is at 96.70% for the month of March and 95.04% for the fiscal year. Kim reported there were 18 new admissions and 23 move-outs. Kim said the main reason for evictions, as the report shows, is due to non-payment of rent and utilities.
- **Maintenance:** Kim reported for the month of March there were 23 move-outs received with 21 of those being completed. Kim announced there were 7 emergency work orders received and completed; 375 tenant requests for work orders were received and completed; and there were no annual inspections received and completed, totaling 403 completed work orders.
- **Financial Reports And Write-Offs:** Joan reported Rosedale High-Rise is showing a loss from operations of \$57,900.00 through February. Joan reported Capital Fund Program Hard costs for the Intercom System and LED Lighting project brought in \$138,700.00 to Rosedale. Joan reported Rosedale will have an estimated profit of \$80,800.00 by the Fiscal Year End.

Joan reported Washington Gardens is showing a loss of \$236,100.00 through February. Joan estimates another \$13,100.00 of loss for the month of March. Joan stated Capital Fund Program Hard costs for the Water Shutoff and HVAC projects have added approximately \$253,200.00 to Washington Gardens. Joan recommends transferring Fungibility funds, which is moving money from one project to another project, to Scattered Sites in the amount of \$3,800.00, helping them out. Joan stated Washington Gardens will have an estimated profit of \$204.00 by the Fiscal Year End. Joan stated she recommends the COCC transfer approximately \$400,000.00 in Capital Fund monies to bolster Washington Garden Reserves because HUD has stated they will be refederalizing the defederalized funds which will put more restrictions on those funds and how the Elkhart Housing Authority may spend them.

Joan reported Waterfall High-Rise is showing a loss of \$96,900.00 through February. Joan estimates another \$9,200.00 of loss for the month of March. Joan stated Capital Fund Program revenue is \$250.00. Joan has estimated Waterfall will have an additional estimated Capital Fund Program revenue of \$92,000.00 for the risers. Joan stated Waterfall will have an estimated profit of \$13,800.00 by the Fiscal Year End.

Joan reported Scattered Sites is showing a loss in operations of \$35,500.00 through February. Joan has estimated Scattered Sites will have an additional loss for the month of the March of \$3,200.00, but this could soar to \$13,000.00. Joan stated she has suggested a transfer of \$3,800.00 from Washington Gardens Fungibility to Scattered Sites to help with the loss. Joan estimated and additional \$26,700.00 in additional Capital Fund Program revenue to complete the parking lot lighting and GFI projects. Joan reported Scattered Sites has an estimated loss of \$8,200.00. Joan recommends transferring an additional \$10,000.00 from COCC to Scattered Sites in order to give Scattered Sites a profit of \$1,800.00 by the Fiscal Year End.

Joan reported Riverside High-Rise is showing a profit of \$33,900.00 from operations through February. Joan has estimated Riverside will have additional revenue from Capital Fund Project for \$250.00. Joan stated Riverside will have an estimated profit of \$34,100.00 by the Fiscal Year End.

Joan reported the COCC is currently showing a profit of \$55,200.00 from operations through February. Joan stated she had estimated a loss of \$11,000.00 for the month of March. Joan said it is better to have a loss at the COCC than to have a loss at an AMP because the Elkhart Housing Authority can draw down defederalized money for the COCC to work with, which they cannot do for AMPs. Joan stated COCC will have an estimated profit of \$36,200.00 by the Fiscal Year End.

Joan reported Housing Choice Voucher has a \$49,200.00 profit in HCV Admin fees and a loss of \$88,000.00 in HAP. Joan said HCV wants to have a loss in HAP otherwise HUD will take back the funding that is left in the Reserves and hold it in HUD accounts.

Kim asked if any Commissioners had questions they may want to ask about the March, 2016 Write-offs report. There were no questions or concerns on the Write-offs.

❖ **Old Business**

Nothing At This Time

❖ **New Business**

Discussion – Kim Sindle's Vacation

Kim announced he will be on vacation April 25th through May 3rd. Kim stated Terry Walker will be in charge while he is out of the office. Kim said he is always reachable by cell phone in case of emergencies.

Exhibit D/Resolution 16:03 – ACOP Revision Approval

Kim reported Resolution 16:03 is for the approval of ACOP changes.

Commissioner Len Paff motioned to approve Resolution 16:03. Commissioner Lefate Owens seconded the motion. All commissioners present unanimously voted to approve Resolution 16:03.

Discussion – Miscellaneous

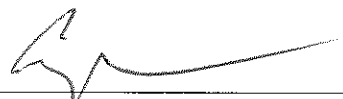
Commissioner Cory White asked the Board to set up a Crime Committee to address criminal activity issues at Washington Gardens. Commissioner Jason Moreno volunteered to be the Committee leader and asked for volunteers.

❖ **Handouts**

- PHADA Advocate
- NAHRO Monitor

❖ **Adjourn**

Commissioner Cory White, without any objections, declared the April 21, 2016 Board of Commissioners' meeting adjourned at 6:18 PM.

Cory White 

Lefate Owens, Commissioner
May 19, 2016

Kim Sindle, Executive Director