

**Minutes**

ABINGDON REDEVELOPMENT AND HOUSING AUTHORITY

190 East Main Street  
Abingdon, Virginia  
(276) 628-5661

**Wednesday March 21, 2018**

**5:00 PM**

**Abingdon Housing Authority Office  
Regular Meeting**

Commissioners Present:

also present: Mark Adams

Al Bradley  
Tracy Meek  
Monica Appleby  
Dorothea Frazier

A Quorum is present and meeting is called to order by Chairman Bradley

**1) Minutes of the January 2018 Regular meeting-** Motion to approve by Commissioner Appleby and a second by Commissioner Meek. All in favor, motion carries.

**2) Reports of the Secretary:**

- a) Public Housing- Secretary reports 27 of 28 units occupied.
- b) Housing Choice Voucher- Secretary reports 97 vouchers under contract, 20 vouchers outstanding.

**3) Old Business**

- a) Monthly Board Reports – Motion to approve by Commission Appleby and a second by Commissioner Meek. All in favor, motion carries.
- b) Waiting List Update – Public Housing has 44 applications; Section 8 has 4
- c) Affordable Housing – Secretary reports that there are currently two jobs in progress.
- d) Funding from Town – Secretary reports that a request for “Non-Departmental Budget Request” was made to the town.

**4) New Business-**

- a) Welcome New Commissioner – Board welcomes newly appointed Commissioner, Dorothea Frazier.
- b) Adoption of FY2019 Budget – A discussion was held regarding the proposed FY2019 Annual Budget. A motion to approve was made by Commissioner Appleby and a second by Commissioner Meek. All in favor, motion carries.
- c) Election of Officers – Since this was the annual meeting, a discussion was held regarding election of officers. A motion was made to retain current officers by Commissioner Meek and a second by Commissioner Frazier. All in favor, motion carries.
- d) Charge-off of FY2018 Uncollectable Debt – Secretary explained that uncollectable debt in the amount of \$1,877 has accrued over the last year from unpaid rent. Secretary does not think this

amount is collectable. Motion to approve by Commissioner Meek and a second by Commissioner Appleby. All in favor, motion carries.

- e) Utility Connection/Security Deposit Assistance Program – Secretary presented guidelines and brought up questions regarding the development of a program to assist applicants with pre-move-in expenses. Board agreed that further discussion on this issue is necessary. No decision reached.

There being no further business the meeting is adjourned at 6:00 pm.

Next meeting will be April 11, 2018