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THE HOUSING AUTHORITY OF COLUMBUS, GEORGIA

Regular Meeting

December 16, 2020

9:00 AM

Columbus, Georgia

**Meeting was Held by Both Telephone Conferencing and In-Person
Due to the COVID-19 Virus**

The Commissioners of the Housing Authority of Columbus, Georgia met in a regular session in Columbus, Georgia.

Chairman Larry Cardin called the meeting to order and on roll call the following Commissioners answered present:

**John Greenman
Ed Burdeshaw
Jeanelle Pendleton
Tiffani Stacy**

In attendance from the Housing Authority staff was Lisa Walters, Chief Executive Officer, Sabrina Richards, Chief of Property Management, John Casteel, Chief Assisted Housing Officer, Sheila Crisp, Chief Financial Officer, Laura Johnson, Chief Real Estate Officer, Carla Godwin, MTW Coordinator and Resident Services Administrator, Amy Bergman, Executive Assistant, Attorney Jim Clark, and Attorney Chandler Riley.

ADOPTION OF AGENDA:

Chairman Cardin called for approval of the agenda.

Motion for approval was made by Commissioner Pendleton, seconded by Commissioner Stacy. Motion carried.

APPROVAL OF THE OCTOBER 21, 2020 BOARD MEETING MINUTES:

Chairman Cardin called for a motion to approve the minutes of the October 21, 2020 Board meeting.

Motion for approval was made by Commissioner Burdeshaw, seconded by Commissioner Pendleton. The motion carried.

APPROVAL OF THE NOVEMBER 23, 2020 BOARD RETREAT MEETING MINUTES:

Chairman Cardin called for a motion to approve the minutes of the November 23, 2020 Board meeting.

Motion for approval was made by Commissioner Greenman, seconded by Commissioner Stacy. The motion carried.

CHARGE-OFF OF RESIDENT ACCOUNT BALANCES:

The following Resolution was introduced and duly considered:

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RESOLUTION NO. 3372

**A RESOLUTION AUTHORIZING THE CHARGE-OFF OF
RESIDENT ACCOUNT BALANCES TO COLLECTION LOSS FOR
THE AUTHORITY'S HOUSING DEVELOPMENTS
FOR THE MONTH ENDING OCTOBER 31, 2020**

**Motion for approval was made by Commissioner Greenman, seconded by
Commissioner Pendleton. Motion carried.**

The following Resolution was introduced and duly considered:

RESOLUTION NO. 3373

**A RESOLUTION AUTHORIZING THE CHARGE-OFF OF
RESIDENT ACCOUNT BALANCES TO COLLECTION LOSS FOR
THE AUTHORITY'S HOUSING DEVELOPMENTS
FOR THE MONTH ENDING NOVEMBER 30, 2020**

**Motion for approval was made by Commissioner Greenman, seconded by
Commissioner Pendleton. Motion carried.**

APPROVAL OF AUDIT POLICY REVISION:

**To enhance and improve the Board's responsibility of governance for The
Housing Authority of Columbus, Georgia, the following policy has been developed
at the recommendation of the Audit and Finance Committee of the Board of
Commissioners of The Housing Authority of Columbus, Georgia.**

The Audit Policy contains the following items:

1. **The Audit Committee of the Board of Commissioners will review the Request for Proposal for Auditing Services before it is issued.**
2. **The Auditor Term will be for an initial two (2) year period with an optional three (3) year additional one-year terms.**
3. **The Auditor Term for all Tax Credit Developments extend through the Compliance Period of either 10 years or 15 years. This is consistent with the recommendation of the investors of the developments.**
4. **The incumbent auditing firm will not be permitted to re-bid until the contract is held by one other auditing firm.**
5. **The Audit Committee will have the opportunity to review and comment on the Audit Report during the "Draft" stage.**
6. **The Audit Committee will have the opportunity to meet with the auditors during the end-of-audit exit conference.**
7. **The Audit Committee will review the final audit report and make their recommendations to the full Board of Commissioners.**

Motion for approval was brought forth by the Audit and Finance Committee. All approved. Motion carried.

REPORT FROM THE GOVERNANCE COMMITTEE:

Mrs. Pendleton discussed items from the Governance Committee meeting held on December 1, 2020. She is currently awaiting information from Attorney Jim Clark before bringing items from that meeting to the Board for approval.

REPORT FROM THE AUDIT AND FINANCE COMMITTEE:

There were no further items from the Audit and Finance Committee.

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REPORT FROM THE REAL ESTATE COMMITTEE:

Commissioner Burdeshaw, Chair of the Real Estate Committee, said that the demolition of Chase apartments was underway and that the project to redevelop that area along the river was on schedule.

Commissioner Burdeshaw stated that Oracle Design Group has not provided the information requested and that we need to reevaluate partnering with them on the Rosehill project.

REPORT ON THE SECURITY TASK FORCE:

No report from the Security Task Force.

EXECUTIVE DIRECTOR'S REPORT

Mrs. Walters announced that The Housing Authority has received accreditation from the Affordable Housing Accreditation Board. HACG is the eighth housing authority in the nation to become accredited.

HACG has received 20 additional VASH vouchers for veterans and an additional \$91,634 in HAP funding.

HACG lease up remains at 98% overall. Mrs. Walters stated that the vacancy turnaround and maintenance utilization rate was still being worked on.

A demolition application will be submitted for two uninhabitable Rivers Homes units due to structural settlement.

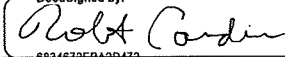
Mrs. Walters has been asked to serve on the PHADA Trustee Board.


Mrs. Walters noted that the PHADA Commissioners' eConference will be held on January 11th and 12th.

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ADJOURN:

There being no further business, a motion to adjourn was made by Commissioner Greenman and seconded by Commissioner Pendleton. The motion carried.

DocuSigned by:

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R. Larry Cardin
Chairman


Lisa L. Walters, CPM
Secretary-Treasurer