

**THE HOUSING AUTHORITY OF COLUMBUS, GEORGIA**

**Regular Meeting**

**June 15, 2022**

**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 Cardin called the meeting to order, and the following Commissioners were present:

**Ed Burdeshaw  
John Greenman  
Linda Hadley  
Jeanelle Pendleton  
John Sheftall  
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, Human Resources Specialist Jana McGuire, Chief Financial Officer, Carla Godwin, MTW Coordinator and Resident Services Administrator, Denise L. Thompson-Mosley, Executive Assistant, and Attorney Jim Clark.

**INVOCATION:**

Chairman Cardin offered the invocation.

**ADOPTION OF AGENDA:**

Chairman Cardin called for approval of the agenda.

Motion for approval of the agenda was made by Commissioner Burdeshaw, seconded by Commissioner Hadley. Motion carried.

**APPROVAL OF THE MAY 25, 2022 BOARD MEETING MINUTES:**

Chairman Cardin called for a motion to approve the minutes of the May 25, 2022 Board meeting.

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

**FINANCIAL REPORT:**

Sheila Crisp, CFO, provided a report of agency finances month-to-date and year-to-date actual to budget results and the explanation of the top factors of the variances. In summary, we are tracking ahead of budget by about \$1.5 million.

The top factors for both MTD and YTD variances for excess of revenue before Capitalized Expenditures and Transfers:

- Developer fees, loan fees, and attorney reimbursement from Warm Springs Senior Village received – \$275K.
- Disbursement from CAHS received – \$418K.
- Hiring for the second Community Resource Officer position is on hold.
- The warehouse project is on hold.
- Housing Choice Voucher (Section 8) underutilization results in more payments received from HUD than are being paid to landlords.

**CONSIDER A RESOLUTION APPROVING THE FY23 BUDGETS FOR ALL HACG PROPERTIES:**

The following Resolution was introduced and duly considered:

**RESOLUTION NO. 3418**

Vice-chair Greenman presented the FY23 HACG budgets that were approved at Audit and Finance Committee meeting May 26, 2022. He highlighted two initiatives for next year: hiring of an additional Community Resource Coordinator and reopening the warehouse.

Chairman Cardin stated the motion for approval was brought forward by the Audit and Finance Committee. All approved, the motion carried.

**CHARGE-OFF OF FORMER RESIDENT ACCOUNT BALANCES  
FOR MONTH ENDING MAY 31, 2022:**

The following Resolution was introduced and duly considered:

**RESOLUTION NO. 3419**

**RESOLUTION AUTHORIZING THE CHARGE-OFF OF FORMER  
RESIDENT ACCOUNT BALANCES TO COLLECTION LOSS FOR  
THE AUTHORITY'S HOUSING DEVELOPMENTS  
FOR THE MONTH ENDING MAY 31, 2022**

Motion for approval was made by Commissioner Burdeshaw, seconded by Commissioner Hadley. Motion carried.

**REPORT ABOUT COMMUNITY RESOURCE COORDINATOR  
PROGRAM**

Sabrina Richards, Chief Property Manager, presented about the work the Community Resource Coordinator, Toney Blackmon, as been doing since he was hired October 2021. Mr. Blackmon serves as a liaison to both the local fire and police departments as well as to the Federal Bureau of Investigation (FBI). Through attending Public Safety meetings, he has forged relationships with residents that assist with crime watching efforts. Mr. Blackmon identifies youth on the properties that could benefit from mentorship programs and help them avoid the pitfalls of poor choices and gang affiliation.

**REPORT FROM THE GOVERNANCE COMMITTEE:**

Commissioner Pendleton, Chair of the Governance Committee, announced the committee met Monday, June 13, 2022 to consider the CEO Performance Review due by June 30, 2022.

**REPORT FROM THE AUDIT AND FINANCE COMMITTEE:**

Commissioner Greenman, Chair of the Audit and Finance Committee, stated the committee met Thursday, May 26, 2022 to approve the budgets for fiscal year 2023.

**REPORT FROM THE REAL ESTATE COMMITTEE:**

No report.

**PUBLIC SAFETY TASK FORCE:**

Commissioner Stacy presented a summary of the Public Safety Task Force meeting on May 25, 2022. She stated the Assistant Columbus Chief of Police, Joyce Dent-Fitzpatrick, answered questions posed by residents from each property. Assistant Chief Dent-Fitzpatrick also instructed residents about what happens when an incident is reported, and officers come out to the scene to investigate.

Commissioner Stacy described a shooting that took place at the basketball courts at Elizabeth Cnty Homes on Sunday, June 5, 2022. She praised the prompt response by the Columbus Police Department. Commissioner Stacy also spoke about the care and attention she received from HACG employees, in particular Sabrina Richards, Chief Property Manager.

**MOVING TO WORK (MTW) CORRECTIVE ACTIVE PLAN UPDATE:**

Lisa Walters gave an update on the MTW Corrective Action Plan. Public Housing lease up rates did not meet the goal of 95% - 98%. The team will work to increase Elizabeth Cnty occupancy rates to raise the overall percentage.

The Housing Choice Voucher 95% utilization goal was met. To maintain 95% utilization through December 31, 2027, 53 vouchers, net of attrition, must be added every six months. This goal will be reviewed at 6-month intervals, adjusted as necessary, and reported to the board.

**EXECUTIVE DIRECTOR'S REPORT:**

Mrs. Walters reported the BTW South tax credit application was submitted one day before the deadline earlier this month.

HUD asked questions about the HACG FY2023 MTW Plan. Carla Godwin, MTW and Resident Services, responded to the inquiry June 10, 2022, well before the deadline.

There will be a virtual MTW site visit 1:30 PM – 3:30 PM on Wednesday, June 29, 2022. An in-person Affordable Housing Accreditation Board (AHAB) site visit is scheduled for Wednesday, July 6, 2022 – Thursday, July 7, 2022.

The 2022 Board Commissioner's Retreat in November will focus on the next 5-year Strategic Plan.

**EXECUTIVE SESSION:**

An Executive Session was held to discuss personnel and real estate matters as provided by O.C.G.A. section 50-14-3(4). Commissioner Hadley motioned to close the Board meeting so the Executive Session could be entered. Commissioner Hadley seconded the motion. Executive session was then entered.

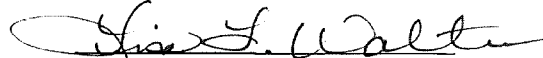
Commissioner Stacy motion to close the Executive Session and Commissioner Hadley seconded the motion. Executive Session was closed.

**ADJOURN:**

There being no further business, Chairman Cardin asked for a motion to adjourn the meeting. A motion to adjourn was made by Commissioner Stacy and seconded by Commissioner Burdeshaw. The motion carried and the meeting was adjourned.



Larry Cardin  
Chairman



Lisa L. Walters, CPM  
Secretary-Treasurer

**AFFIDAVIT**

I, the undersigned R. Larry Cardin, first being duly sworn on oath state that I am the Chairman of The Housing Authority of Columbus, Georgia; that as such officer, I presided at a meeting of the Commissioners of said Housing Authority duly scheduled or called, and held on the 15<sup>th</sup> day of June 2022 a quorum of said Commissioners present.

That during the meeting, said Commissioners voted to go into executive session and close the meeting to the public, for consideration of the subject matter hereinafter specified.

That the subject matter of the meeting or the closed portion thereof was devoted to matters within the following exceptions provided by law, the specific relevant exception being identified by checkmark below:

- Consultation with legal counsel pertaining to pending or potential litigation, settlement, claims, administrative proceedings, or other judicial actions brought or to be brought by or against this Housing Authority or any officer or employee, or in which this Housing Authority or any officer or employee may be directly involved, as provided in O.C.G.A. Section 50-14-2 (1).
- Discussion of the future acquisition of real estate, as provided by O.C.G.A. Section 50-14-3(4).
- Discussion or deliberation upon the appointment, employment, compensation, hiring, disciplinary action or dismissal, or periodic evaluation or rating of an officer or employee, as provided in O.C.G.A. Section 50-14-3(6).

This affidavit is executed and ordered filed with the official minutes of said meeting in compliance with O.C.G.A. Section 50-14-4(b).



R. Larry Cardin, Chairman  
Housing Authority of Columbus, Georgia

Sworn to and subscribed before me this 15  
Day of JUNE, 2022.

  
Notary Public, Muscogee County, Georgia

My Commission Expires \_\_\_\_\_

