

SEP 21 2021

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THE HOUSING AUTHORITY OF COLUMBUS, GEORGIA

Regular Meeting

August 18, 2021

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 on roll call the following Commissioners answered present:

**Ed Burdeshaw
Jeanella Pendleton
Tiffani Stacy
John Sheftall
John Greenman**

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, Rickey Miles, Modernization Manager, Carla Godwin, MTW Coordinator and Resident Services Administrator, Amy Bergman, Executive Assistant, and Attorney Jim Clark.

ADOPTION OF AGENDA:

Chairman Cardin requested an additional agenda item to discuss filling the open Board member seat.

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

ELECTION OF OFFICERS:

Commissioner Pendleton presented the slate of officers for Chairman and Vice Chairman. The Governance Committee recommended Commissioner Cardin remain Chairman and Commissioner Greenman remain Vice Chairman.

Commissioner Burdeshaw moved to close nominations. Nominations were closed and the Board unanimously agreed on the slate of officers recommended by the Governance Committee.

APPROVAL OF THE JUNE 16, 2021, BOARD MEETING MINUTES:

Chairman Cardin called for a motion to approve the minutes of the June 16, 2021, Board meeting.

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

CHARGE-OFF OF SECTION 8 RESIDENT ACCOUNT BALANCES:

The following Resolution was introduced and duly considered:

RESOLUTION NO. 3388

**A RESOLUTION AUTHORIZING THE CHARGE-OFF OF SECTION 8
RESIDENT ACCOUNT BALANCES TO COLLECTION LOSS FOR
THE AUTHORITY'S HOUSING DEVELOPMENTS
FOR THE MONTH ENDING JUNE 30, 2021**

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

CHARGE-OFF OF SECTION 8 RESIDENT ACCOUNT BALANCES:

The following Resolution was introduced and duly considered:

RESOLUTION NO. 3389

**A RESOLUTION AUTHORIZING THE CHARGE-OFF OF SECTION 8
RESIDENT ACCOUNT BALANCES TO COLLECTION LOSS FOR
THE AUTHORITY'S HOUSING DEVELOPMENTS
FOR THE MONTH ENDING JULY 31, 2021**

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

CHARGE-OFF OF RESIDENT ACCOUNT BALANCES:

The following Resolution was introduced and duly considered:

RESOLUTION NO. 3390

**A RESOLUTION AUTHORIZING THE CHARGE-OFF OF
RESIDENT ACCOUNT BALANCES TO COLLECTION LOSS FOR
THE AUTHORITY'S HOUSING DEVELOPMENTS
FOR THE MONTH ENDING JUNE 30, 2021**

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

CHARGE-OFF OF RESIDENT ACCOUNT BALANCES:

The following Resolution was introduced and duly considered:

RESOLUTION NO. 3391

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**A RESOLUTION AUTHORIZING THE CHARGE-OFF OF
RESIDENT ACCOUNT BALANCES TO COLLECTION LOSS FOR
THE AUTHORITY'S HOUSING DEVELOPMENTS
FOR THE MONTH ENDING JULY 31, 2021**

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

Mrs. Richards updated the Board on the eviction procedures being utilized since the eviction moratorium has been extended to October 3rd. HACG is sending understanding letters and resource information to the residents and are also waiving late fees. Repayment agreements are being offered as well as completing paperwork for applying for rental assistance.

**APPROVAL OF THE FIRE DAMAGE REPAIR CONTRACT FOR
WILSON HOMES:**

The Housing Authority received bids on July 29, 2021, to repair the fire damage unit at Luther Wilson Homes, 105-B. The bid information has been provided to HACG's insurance company and the assigned adjuster at Housing Authority Insurance (HAI).

Major work items include cleaning, interior drywall replacement/repair, doors, windows, flooring, appliances, bath renovations, plumbing, electrical, mechanical, and painting of all rooms.

MMC Contracting of Columbus, Georgia submitted the lowest bid of \$96,450.00. MMC Contracting has completed one project for the Housing Authority and is currenting working on a fire damaged unit at Willow Glen.

HACG requested that the Board approve the contract for the renovation for this apartment that was submitted by the low bidder, MMC Contracting, LLC.

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

REPORT FROM THE GOVERNANCE COMMITTEE:

Commissioner Pendleton, Chair of the Governance Committee, brought before the Board a proposed change to the HACG handbook. The change outlines the conditions employees must satisfy in order to be paid any accrued but unused vacation time in the event of termination or resignation.

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

REPORT FROM THE AUDIT AND FINANCE COMMITTEE:

There was no report given by the Audit and Finance Committee.

REPORT FROM THE REAL ESTATE COMMITTEE:

Commissioner Burdeshaw, Chair of the Real Estate Committee, highlighted the items discussed in the Real Estate Committee meeting from August 2nd. The items discussed can be found in the minutes from that meeting.

PUBLIC SAFETY TASK FORCE:

Commissioner Stacy said that a Public Safety Task Force meeting was held on July 13th. The main concern discussed was loitering. She stated that HACG addresses issues in a timely manner and likes that residents can submit recertification information online. The next task force meeting is scheduled for September 15th.

EXECUTIVE DIRECTOR'S REPORT:

Attorney Jim Clark provided an update regarding the Huling case. He stated that he was currently going through the discovery process.

Mrs. Walters reported that HACG has a 97% lease up rate for all developments including the remote properties. She also noted that Section 8 voucher utilization was at 83%. HACG has 143 families with vouchers still searching for housing.

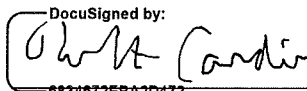
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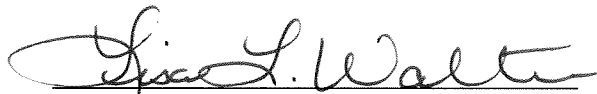
Mrs. Walters reminded the commissioners of the retreat that is scheduled to take place in November.

Mr. Cardin discussed the need to replace the commissioner seat vacated by the late Mr. Charles Alexander. He would like for the Board to submit recommendations of people who may be interested to Commissioner Pendleton. Mrs. Pendleton requested that the person recommended have "service to people" experience.

ADJOURN:

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

DocuSigned by:

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R. Larry Cardin
Chairman


Lisa L. Walters, CPM
Secretary-Treasurer