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THE HOUSING AUTHORITY OF COLUMBUS, GEORGIA

Regular Meeting

September 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.

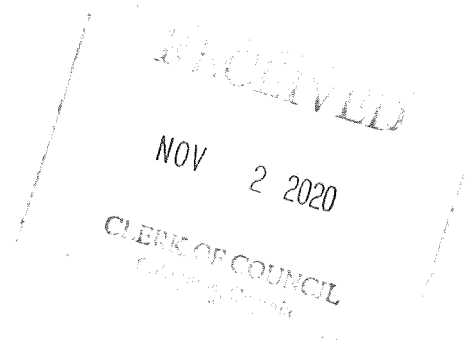
Chairman Larry Cardin called the meeting to order and on roll call the following Commissioners answered present:

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

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 and Attorney Jim Clark.

INVOCATION:

Chairman Cardin delivered the invocation.



ADOPTION OF AGENDA:

Chairman Cardin called for approval of the revised agenda.

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

The revision to the agenda was to document the excused absence of Commissioner Pendleton and Commissioner Alexander.

Motion for approval was made by Commissioner Stacy, seconded by Commissioner Sheftall.

APPROVAL OF THE AUGUST 19, 2020 BOARD MEETING MINUTES:

Chairman Cardin called for a motion to approve the minutes of the August 19, 2020 Board meeting.

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

CHARGE-OFF OF RESIDENT ACCOUNT BALANCES:

The following Resolution was introduced and duly considered:

RESOLUTION NO. 3365

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

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

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HACG PUBLIC HOUSING MONTHLY UTILITY ALLOWANCE SCHEDULE:

The following Resolution was introduced and duly considered:

RESOLUTION NO. 3366

A RESOLUTION APPROVING HACG PUBLIC HOUSING MONTHLY UTILITY ALLOWANCE SCHEDULE

The Department of Housing and Urban Development requires Public Housing Agencies administering Public Housing Programs to review their utility allowances for program participants on an annual basis and revise the allowance schedule if allowance change is greater than 10%.

The Housing Authority of Columbus, Georgia contracted with National Facility Consultants, Inc. (NFC) to update the Utility Allowance Schedule for the Public Housing Programs.

The utility allowances were developed in accordance with 24CFR, Part 965 using heat loss/gain engineering calculations based upon the thermal characteristics of each building type and considering the standard of living within the community. The allowances that were provided are natural gas and electricity.

Federal regulations require the Public Housing Programs to revise the utility allowance schedule when there is a change of 10% or greater for a utility category since the last time the utility allowance schedule was revised.

Although the amounts did not change by 10%, we recommend implementing the most recent allowances.

The utility allowances for the following developments will be effective October 1, 2020 for new and current residents for the following:

GA 4-5	Warren Williams (MOD & Non-MOD)
GA 4-7	Chase
GA 4-8/4-9	Canty
GA 4-11	Rivers
GA 4-18	Ashley Station

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GA 4-20/4-21
GA 4-22
GA 4-23
GA 4-24

Arbor Pointe I & II
Arbor Pointe - Cottages
Patriot Pointe
Columbus Commons

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

RAD MONTHLY UTILITY ALLOWANCE SCHEDULE:

The following Resolution was introduced and duly considered:

RESOLUTION NO. 3367

A RESOLUTION APPROVING RAD MONTHLY UTILITY ALLOWANCE SCHEDULE

The Department of Housing and Urban Development requires Public Housing Agencies administering RAD Programs to review their utility allowances for program participants on an annual basis and revise the allowance schedule if allowance change is greater than 10%.

The Housing Authority of Columbus, Georgia contracted with National Facility Consultants, Inc. (NFC) to update the Utility Allowance Schedule for the RAD Programs.

The utility allowances were developed in accordance with 24CFR, Part 965 using heat loss/gain engineering calculations based upon the thermal characteristics of each building type and considering the standard of living within the community. The allowances that were provided are natural gas and electricity.

Federal regulations require the RAD Programs to revise the utility allowance schedule when there is a change of 10% or greater for a utility category since the last time the utility allowance schedule was revised.

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Although the amounts did not change by 10%, we recommend implementing the most recent allowances.

The utility allowances for the following developments will be effective October 1, 2020 for new and current residents for the following:

GA 4-6	Wilson
GA 4-10	Farley
GA 4-16/4-17	EJ Knight

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

SECTION 8 HOUSING CHOICE VOUCHER PROGRAM UTILITY ALLOWANCE SCHEDULES:

The following Resolution was introduced and duly considered:

RESOLUTION NO. 3368

A RESOLUTION APPROVING THE SECTION 8 HOUSING CHOICE VOUCHER PROGRAM UTILITY ALLOWANCE SCHEDULES

The Department of Housing and Urban Development requires Public Housing Agencies administering Section 8 Housing Programs update their utility allowances for program participants on at least an annual basis.

The Housing Authority of Columbus, Georgia contracted with National Facility Consultants, Inc. (NFC) to update the Utility Allowance Schedule for the Section 8 Housing Choice Voucher Program.

The utility allowances were developed in accordance with 24 CFR 982.517 using heat loss/gain engineering calculations based upon the thermal characteristics of each building type and considering the standard of living within the community. The allowances included three types of housing: Multi-Family, Single Family and Mobile Home.

The allowances that were provided are natural gas, electricity, and propane space heating, cooking, and water heating. Allowances are also provided for air

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conditioning, water, sewer, garbage collection, household, appliances, and lighting in accordance with the applicable regulations.

Federal regulations require the Section 8 Program to revise the utility allowance schedule when there is a change greater than 10% or more for a utility category since the last time the utility allowance schedule was revised.

The 2020-2021 utility allowance annual review for the Section 8 Housing Choice Voucher Program will be effective October 1, 2020 for all participants.

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

UPDATED MAINTENANCE CHARGES FOR HACG RESIDENTS:

The following Resolution was introduced and duly considered:

RESOLUTION NO. 3369

A RESOLUTION TO ADOPT UPDATED MAINTENANCE CHARGES FOR THE HOUSING AUTHORITY OF COLUMBUS, GEORGIA RESIDENTS

The list of maintenance charges to residents was last updated in 2019. The list of maintenance charges to residents enumerates the fees charged to residents for work performed by the Housing Authority to repair or replace property damaged by residents.

A motion to adopt the updated list of maintenance charges, with an October 1, 2020 effective date, was made by Commissioner Sheftall and seconded by Commissioner Stacy. Motion carried.

COVID-19 EVICTIONS REPORT:

The Housing Authority of Columbus, Georgia has been operating under the CARES Act that imposed a temporary moratorium on evictions, fees, and penalties related to nonpayment of rent. This moratorium was effective beginning March 27, 2020 and ended July 24, 2020.

The Centers for Disease Control (CDC) issued an order September 4th for a “Temporary Halt in Residential Evictions to Prevent the Further Spread of COVID-19”. This moratorium on evictions will last until December 31, 2020.

As a result, The Housing Authority of Columbus, Georgia has had a significant rise in account receivable balances.

HACG has put procedures, recommended by HUD, in place to prevent an increase in homelessness until the pandemic is over. HACG will also continue establishing and extending repayment agreements and provide financial hardship agreements through December 31, 2020.

REPORT FROM THE GOVERNANCE COMMITTEE:

No report from the Governance Committee.

REPORT FROM THE AUDIT AND FINANCE COMMITTEE:

No report from the Audit and Finance Committee.

REPORT FROM THE REAL ESTATE COMMITTEE:

Mr. Burdeshaw, Chair of the Real Estate Committee, brought forth items from the Real Estate Committee Meeting that was held on September 10th.

PIH Notice 2020-18 allows Section 8 COVID-19 funds to be used for physical improvements to office space. HACG is interested in exploring the feasibility of remodeling the building on 1140 Martin Luther King Blvd. to house the tenant

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selection and the section 8 offices. Mr. Burdeshaw, Chair of the Real Estate Committee, brought this before the Board to request approval to enter a contract with Hect Burdeshaw to design the renovations to this building.

All commissioners present were in favor of proceeding with the contract.

Regarding the Rosehill School redevelopment, Mr. Burdeshaw stated that the project was discussed with Historic Columbus and they were ecstatic about the possibility of the redevelopment of the school. All commissioners present agree with moving forward with gathering information regarding the project.

Mrs. Walters provided an update on the Ralston Towers building. She stated that GlassRatner's priority is to sell the Ralston building. There has been some conversation about HACG managing the property if Atlanta Financial Group gets the PBRA contract. Unless AFG spends the amount needed to renovate each unit, HACG would not be interested in managing the property.

Mrs. Walters also stated that the city has issued an RFP, due by September 22nd, for organizations interested in receiving a part of the PBRA contract. HACG will submit a response to the RFP to utilize the PBRA contract at Gentian Oaks. Mrs. Walters will update the Board after the city has made a decision.

REPORT ON THE SECURITY TASK FORCE:

Ms. Stacy said the Security Task Force met via teleconference on September 8th. A few minor issues were raised but addressed immediately. She also stated the residents are pleased with the addition of the security cameras at Canty and residents there are no longer loitering as they have been in the past.

Ms. Stacy also reported that an accident occurred on Saturday damaging an electric pole. No damage was reported to the property.

Mr. Cardin stated he would like the Board to begin receiving the Security Task Force meeting minutes.

EXECUTIVE DIRECTOR'S REPORT:

Mrs. Walters stated that final updates are being made to the HACG Employee Handbook. The revised handbook will be presented to the Governance Committee prior to the next Board meeting.

Mrs. Walters announced that HACG was working on acquiring an accreditation from the Affordable Housing Accreditation Board (AHAB). Several AHAB members will attend the October Board meeting as part of this process.

The PHADA 2020 Legislative E-Forum was held on September 14th and September 15th. There was some useful information obtained through several of the sessions. Several attendees expressed that they would have liked to have heard the typical morning briefing PHADA usually does but this briefing was not provided this year.


Mrs. Walters informed the Board that HACG will be this year's recipient of the Sarah Turner Butler award. This award is the Historic Columbus Foundation's highest honor awarded annually since 1984.

ADJOURN:

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

DocuSigned by:

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R. Larry Cardin
Chairman


Lisa Walters
Secretary-Treasurer