

THE HOUSING AUTHORITY OF COLUMBUS, GEORGIA

Regular Meeting

August 28, 2024

9:00 a.m.

Columbus, GA

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

Chair, Larry Cardin called the meeting to order followed by an invocation. The following Commissioners were present:

Linda Hadley, Vice Chair
Jeanella Pendleton
Ryan Clements
John Sheftall
Tiffani Stacy
John Greeman

In attendance from the Housing Authority staff was Lisa Walters, Chief Executive Officer, Sabrina Richards, Chief of Property Management, Carla Godwin, Chief Financial Officer, Laura Johnson, Chief Real Estate Officer, David DeRoche, Chief Maintenance Officer, James C. Clark, Jr., Esquire, Commission Attorney Representative, and Royce Ann Adkins, Executive Assistant.

Motion for approval of the agenda was made by Commissioner Pendleton, with a second by Commissioner Hadley. Motion carried.

A recommendation was made by the Chair of the Governance Committee, Jeanella Pendleton, to appoint Larry Cardin as the Chair of the HACG Board, Dr. Linda Hadley as Vice-Chair and Lisa Walters as Secretary. As a recommendation from the Governance Committee a second was not needed. Commissioners voted and all approved. This will be effective immediately.

Motion for approval of the July 24, 2024, Board Minutes was made by Commissioner Sheftall, with a second by Commissioner Clements. Motion carried.

FINANCIAL REPORT:

The financial report was presented by Carla Godwin, CFO. The excessive revenue over expenses for HACG is negative (\$368,936). The overall factors for the YTD variances are:

- Developer fee for BTW South and Warren Williams were originally budgeted to receive a total of \$900,000 this year. Due to delays in closing on both developments, this year's fee is estimated for BTW South at \$100,000 and Warren Williams at \$120,000, and the remaining will be in FY2025.
- Administrative Fee revenue is less because Section 8 occupancy is at 78% but budgeted at 95%.

CHARGE-OFF OF FORMER RESIDENT ACCOUNT BALANCES FOR MONTH- ENDING JULY 2024:

The following Resolution was introduced and duly considered:

RESOLUTION NO. 3476

RESOLUTION AUTHORIZING THE CHARGE-OFF OF FORMER
RESIDENT ACCOUNT BALANCES TO COLLECTION LOSS FOR
THE AUTHORITY'S HOUSING DEVELOPMENTS
FOR THE MONTH OF JULY 2024

Sabrina Richards presented the proposed resident charge-offs for the month of July 2024. Total charge-offs for the month totaled \$5,082.38.

Motion for approval of the July charge-offs was made by Commissioner Clements, with a second from Commissioner Stacy. Motion carried.

Presented by Sabrina Richards.

RESOLUTION NO. 3477

RESOLUTION APPROVING HACG PUBLIC HOUSING MONTHLY UTILITY ALLOWANCE SCHEDULE

WHEREAS the utility allowance as required in 24CFR, Part 965 of the Federal Register Rules and Regulations are based on all building related requirements: lighting, refrigeration, television, radio, stereo, washing machines, small appliances, space heating, fan, domestic hot water and cooking.

WHEREAS, National Facilities Consultants reviews the existing allowances and

WHEREAS, the utility allowances are reviewed annually and rate changes that exceed 10% require that revised utility allowances be established, and

WHEREAS, the utility allowances for the following developments will be effective October 1, 2024 for new and current residents for the following:

GA 4-5	Warren Williams (MOD & Non-MOD)
GA 4-8/4-9	Canty
GA 4-11	Rivers

NOW, THEREFORE, BE IT RESOLVED that the attached utility allowance schedules are hereby approved.

After review, a motion for approval was made by Commissioner Stacy, with a second from Commissioner Pendleton. Motion carried.

Presented by Sabrina Richards.

RESOLUTION NO. 3478

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

WHEREAS, the Utility Allowances, as required in Federal Register 24 CFR Part 982.517 of the Federal Register Rules and Regulations, states that a PHA must maintain a utility allowance schedule for all tenant-paid utilities. The Housing Authority has Moving to Work authorization to use a simplified utility allowance for

tenant-based vouchers. All Project-based vouchers and RAD Project-based vouchers have a utility schedule for each housing community.

WHEREAS, the 2024-2025 utility allowance annual review for the Section 8 Housing Choice Voucher Program will be effective October 1, 2024; for all participants.

NOW, THEREFORE BE IT RESOLVED, that the attached utility allowance schedules are hereby approved.

After review, a motion for approval was made by Commissioner Stacy, with a second from Commissioner Hadley. Motion carried.

Presented by John Casteel.

RESOLUTION NO. 3479

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

WHEREAS, the list of maintenance charges to residents was last update in 2023; and

WHEREAS, the list of maintenance charges to residents enumerates the fee charged to residents for work performed by the Housing Authority to repair or replace property damaged by residents; and,

BE IT RESOLVED that the Board of Commissioners of the Housing Authority of Columbus Georgia hereby adopts the Updated List of Maintenance Charges to Residents at the Board Meeting on August 28, 2024, to be effective October 1, 2024.

After review, a motion for approval was made by Commissioner Stacy, with a second from Commissioner Pendleton. Motion carried.

Presented by David DeRoche.

REQUEST FOR BID APPROVAL FOR NICHOLSON TERRACE:

Laura Johnson presented the board with a request to replace the hot water riser at Brown Nicholson Terrace. On August 9, 2024 this work was placed for bid. Weber construction company won the bid coming in at \$108,000. The funds to cover this replacement cost will come from MTW Reserves.

After some discussion, a motion to approve was made by Commissioner Stacy, with a second from Commissioner Pendleton, Motion carried.

REPORT FROM THE GOVERNANCE COMMITTEE:

Commissioner Pendleton indicated the CEO evaluation is still pending contingent upon receipt of the final audit report.

REPORT FROM THE AUDIT AND FINANCE COMMITTEE:

Commissioner Greenman reported that the Audit and Finance Committee met on August 21, 2024, to meet with Dale Rector, Auditor, for initial exit audit update. According to Commissioner Greenman, there are some findings that will be reported in the audit which relate to Finance policies and procedures. It was noted that there were no missing funds and findings do not affect cash. HACG is expecting the final report within the next 2 weeks.

REPORT FROM THE REAL ESTATE COMMITTEE:

Commissioner Clements reported the Real Estate Committee met on August 27, 2024 to further discuss the possibility of purchasing Ashley Station I and II. He indicated the committee will continue to perform a due diligence and report back to the board on recommendation.

PUBLIC SAFETY TASK FORCE:

Commissioner Stacy thanked the staff and Board of HACG for their hard work and diligence in improving the quality of life of all residents at HACG. Next Public Safety Task Force meeting will be September 10, 2024 at Warren Williams.

CHIEF EXECUTIVE OFFICER'S REPORT:

Lease up for public housing, Warren Williams is 75% and Canty is 91% (up 2%).

Lease up is 95% across all developments including the remote PHA's and RAD Big 4 lease up is at 97%.

HACG total vouchers available is 3,914. Section 8 vouchers leased are 76%. There are currently 63 families with vouchers searching for housing. Seven (7) extensions were granted giving the voucher holders more time to find housing.


Chance Corbett, the Director of Emergency Management & Homeland Security for Columbus contacted Ms. Walters regarding a grant he received for NOAA weather Radios. HACG has received one for each development and Central Management offices.

As of August 21, 2024, the HACG \$20 million dollar transfer to Columbus Affordable Housing Services reached the \$30 million dollar mark.

Ms. Walters reported that it is time to begin planning the 2025 Board Retreat. Commissioners were asked their preference as to where to have the meeting, Auburn, Peachtree City or Callaway Gardens. The majority indicated they would prefer to have the meeting in Auburn, Alabama on January 30th and 31st, 2025.

ADJOURN:

With no additional business to discuss, Commissioner Stacy made a motion to adjourn, with a second from Commissioner Pendleton. Meeting adjourned.



R. Larry Cardin, Chairman



Lisa L. Walters, CPM
Secretary-Treasurer

