

## THE HOUSING AUTHORITY OF COLUMBUS, GEORGIA

Regular Meeting

December 18, 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  
John Greeman  
Tiffany Stacy – Via ZOOM

In attendance from the Housing Authority staff was Lisa Walters, Chief Executive Officer, Via Phone, Sabrina Richards, Chief of Property Management, John Casteel, Assistant Chief of Property Manager, Carla Godwin, Chief Financial Officer, Laura Johnson, Chief Real Estate Officer, David DeRoche, Chief Maintenance Officer, William Pound, Commission Attorney Representative, and Royce Ann Adkins, Executive Assistant.

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

Motion for approval of the October 23, 2024, Board Minutes was made by Commissioner Greenman, with a second by Commissioner Pendleton. Motion carried.

**FINANCIAL REPORT:**

The financial report was presented by Carla Godwin, CFO. The excessive revenue over expenses for HACG is negative (\$916,412). The overall factors for the YTD variances are:

- IRS payment in July of \$65,216.35 for the 2021 Tax Period. Developer fee for BTW South and Warren Williams were originally budgeted to receive a total of \$900,000 this year. We received \$147,085 for BTW South. Warren Williams had delays and will be closing in FY2025.
- Administrative Fee revenue is less due to Section 8 occupancy being at 79% but budgeted at 95%.
- Financial consultant assisted with 2023 year end incurring a \$50,826 charge.
- Former employee was contracted to train a new finance person and another former employee filled in for HR Manager during her FMLA leave, both totaled \$46,000.
- Yardi training was \$22,000.
- Early termination expense of \$32,896 for IT fiber equipment no longer used.

Discussion followed with Commissioner Hadley requesting an Operating Budget in a format representing true operating expenses. Commissioner Hadley made a motion that Lisa Walters and Carla Godwin develop an Operating Budget format acceptable to the Board by summer 2025, with a second from Commissioner Greenman. Motion carried. Commissioner Hadley suggested this be discussed at the January 2025 Board of Commissioners Retreat.

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

The following Resolution was introduced and duly considered:

## RESOLUTION NO. 3486

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

Sabrina Richards presented the proposed resident charge-offs for the month of September 2024. Total charge-offs for the month totaled \$55,684.95.

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

## RESOLUTION NO. 3488

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

Sabrina Richards presented the proposed resident charge-offs for the month of November 2024. Total charge-offs for the month totaled \$27,427.46.

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

REQUEST FOR BID APPROVAL FOR NICHOLSON TERRACE ADDITIONAL HOT WATER RISER REPLACEMENT:

David DeRoche presented the board with a request to replace another hot water riser at Brown Nicholson Terrace. The original project, which was approved by the Board on August 28, 2024 has been completed. During the initial project another active water leak was discovered on another riser. Copper piping was not replaced during the RAD conversion due to pricing at the time. Another bid was put out for work on the additional riser. Weber construction company won the bid coming in at \$68,000. The funds to cover this replacement cost will come from MTW Reserves.

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

REPORT FROM THE GOVERNANCE COMMITTEE:

Commissioner Pendleton reported that the Governance Committee is on track with provisions of the CEO Contract.

REPORT FROM THE AUDIT AND FINANCE COMMITTEE:CONSIDER A RESOLUTION APPROVING THE FY25 BUDGETS FOR ALL HACG PROPERTIES:

The following Resolution was introduced and duly considered:

## RESOLUTION NO. 3487

Commissioner Greenman presented the FY25 HACG budgets that were approved at the Audit and Finance Committee meeting December 11, 2024. Highlights in the budget include:

- Warehouse project being completed in 2025.
- Strengthening of the financial department to include training not initially covered in the previous year's budget.
- Implementation of new HUD system and increased maintenance costs due to aging of properties.

Chairman Cardin stated the recommendation for approval was brought forward by the Audit and Finance Committee, which needs no second. All approved, the motion carried.

REPORT FROM THE REAL ESTATE COMMITTEE:

Commissioner Clements stated that the Real Estate Committee had nothing to report.

PUBLIC SAFETY TASK FORCE:

Commissioner Stacy thanked the staff and board for their hard work and diligence in improving the quality of life of all residents at HACG. She was very complimentary of the staff and the Board members. Few issues were discussed regarding public safety issues. Commissioner Clements indicated that he attended the City Council Meeting last night. He reported that the Sheriff's Office is implementing a Park Patrol Program, which he believes will benefit the Authority's property's close to the parks. Commissioner Stacy invited everyone to the next Public Safety Meeting on January 14, 2025.

CHIEF EXECUTIVE OFFICER'S REPORT:

Lease up for public housing, Warren Williams is 74% and Cauty is 94%.

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, 3,914, Section 8 vouchers leased are 79%. There are currently 158 families with vouchers searching for housing.

On October 23, 2024, HACG received their Acceptance Letter for the FY 2023 Annual MTW Report. There were no changes or comments required.

2025 Board Retreat will be January 30<sup>th</sup> and 31<sup>st</sup>, 2025 at Auburn Marriott Opelika Resort & Spa at Grand National. There will be a January Board Meeting held during the first part of the meeting.

Lisa Walters expressed a heartfelt "Thank You" to her senior staff for keeping everything going while she is on FMLA. She stated that everyone has done an excellent job on keeping her in the loop on things going on at the office. She thanked everyone for checking on her and assisting her in her recovery efforts. It was noted everyone will be glad when Ms. Walters gets back to the office. She is missed.

The Board thanked Laura Johnson for stepping in as acting CEO in Lisa's absence.

ADJOURN:

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



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R. Larry Cardin, Chair



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Lisa L. Walters, CPM  
Secretary-Treasurer