

**THE HOUSING AUTHORITY OF COLUMBUS, GEORGIA**

**Regular Meeting  
October 18, 2023  
9:00 AM  
Columbus, Georgia**

**Meeting was Held by Both Telephone Conferencing and In-Person**

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

**Vice Chair, Linda Hadley, called the meeting to order with the following Commissioners present:**

**Jeanella Pendleton  
John Greenman  
Ryan Clements**

**Absent:  
Larry Cardin  
John Sheftall  
Tiffani Stacy**

**In attendance from the Housing Authority staff was Lisa Walters, Chief Executive Officer, Sabrina Richards, Chief of Property Management, Sheila Crisp, Chief Financial Officer, Laura Johnson, Chief Real Estate Officer, Carla Godwin, MTW Coordinator and Resident Services Administrator John Casteel, Chief Assisted Housing Officer, Chandler Riley, Commission Attorney Representative, Royce Ann Adkins, Executive Assistant.**

**INVOCATION:**

**Vice Chair Hadley offered the invocation.**

**ADOPTION OF AGENDA:**

**Motion for approval of the agenda was made by Commissioner Greenman, seconded by Commissioner Clements. Motion carried.**

APPROVAL OF THE SEPTEMBER 20, 2023, BOARD MEETING MINUTES:

Vice Chair Hadley called for a motion to approve the minutes of the September 20, 2023, Board meeting.

Motion for approval of the minutes was made by Commissioner Clements, seconded by Commissioner Pendleton. 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 explanation of the top factors of the variances. In summary, we are tracking ahead of budget by about \$2 million mainly contributed to Section 8.

We anticipate receipt of developer fees for The Banks at Mill Village and Warm Springs development in October of 2023. The amounts are \$150k and \$200k, respectively.

Vice Chair Hadley asked if Ms. Crisp thought the HACG would end the year with a favorable outcome to which Ms. Crisp replied, yes.

Ms. Crisp reported budget information for 2024 will be presented to the board at the December meeting.

CHARGE-OFF OF FORMER RESIDENT ACCOUNT BALANCES FOR MONTH ENDING SEPTEMBER 30, 2023:

The following Resolution was introduced and duly considered:

## RESOLUTION NO. 3457

RESOLUTION AUTHORIZING THE CHARGE-OFF OF FORMER  
RESIDENT ACCOUNT BALANCES TO COLLECTION LOSS FOR  
THE AUTHORITY'S HOUSING DEVELOPMENTS  
FOR THE MONTH ENDING SEPTEMBER 20, 2023

Commissioner Clements questioned the dollar amount of fines for Warren Williams reported to be charged off. Ms. Richards indicated the resident in question was charged \$10,000 for the insurance deductible which stemmed from a fire that was caused by the resident. The resident was placed on a repayment plan; however, the resident has since passed, which is the reason for the charge-off.

Ms. Richards also reported to the Commissioners that in 2021 the state of Georgia implemented a Rental Assistance Program to assist residents with up to \$15,000 in rental assistance due to COVID. HACG assisted some residents at the time with applications resulting in several of our residents receiving funding.

The State has reopened this program, however, residents must apply for funding, with the money being paid to the PHA or landlord as opposed to the resident. HACG will be sending information to residents to help in the application process.

Commissioner Greenman reported that when he attended PHADA last month, there was a report that PHADA officials believe that nonpayment of, or past due payment of rents will become the new "Normal" in the future. This certainly could be a trend that HACG should keep a close eye on going forward.

There being no additional discussion, a motion for approval was made by Commissioner Greenman, seconded by Commissioner Pendleton. Motion carried.

APPROVAL FOR EXTENDING THE INCENTIVE PLAN THROUGH DECEMBER 2024:

Ms. Walters brought before the Committee a request to extend the Incentive Plan from December 2023 to December 2024. The request stems from the change in HACG year end from June to December. She explained that to evaluate the plan and make recommendations for changes there should be a one-year evaluation period, thus extending the timeline from December 2023 to December 2024.

Vice Chair Hadley inquired as to the average bonus amount and the total dollar allocated for the incentives. Ms. Crisp stated that the average bonus is approximately \$1,200 with approximately

\$325K allocated to funding. There are specific criteria that must be met prior to any payout of incentives. Vice Chair Hadley suggested there should be a way to determine the total dollar amount to be paid out from the fund. Commissioner Greenman suggested that a percentage of the total salary pool could be utilized to determine a range for the funding amount. Ms. Walters indicated that she would research this recommendation.

There being no additional discussion, a motion for approval was made by Commissioner Clements, seconded by Commissioner Greenman. Motion carried.

#### APPROVAL OF NEW TRAVEL POLICY:

Ms. Crisp presented the Travel Policy that was previously reviewed and recommended by the Audit and Finance Committee on September 28, 2023. Vice Chair Hadley recommended that the sentence under Air Travel, "Book the least expensive seat.," should be removed as it contradicts the sentence prior.

Commissioner Clements made a motion to accept the policy with the above stated change, seconded by Commissioner Greenman. Motion carried.

#### APPROVAL OF LEGAL SERVICES CONTRACT:

Ms. Crisp presented to the Committee a new price sheet for legal services from Page, Scrantom, Sprouse, Tucker and Ford, PC, our local current legal counsel. The current contract ended as of September 30, 2023. The request is to extend the contract under the new pricing for one (1) year. The HACG currently has several outstanding legal matters that the firm is familiar with and qualified to pursue on our behalf. Commissioner Greenman stated that the pricing was extremely competitive.

Commissioner Clements made a motion to approve, seconded by Commissioner Pendleton. Motion carried.

#### REPORT FROM THE GOVERNANCE COMMITTEE:

No formal report.

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

Changes to the Travel Policy were submitted to the Board. Changes were approved.

#### REPORT FROM THE REAL ESTATE COMMITTEE:

No formal report.

#### PUBLIC SAFETY TASK FORCE:

No formal report.

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

On September 21, 2023, the HACG received an email from the MTW Office indicating that HACG is in compliance with the Substantial Serving the Same MTW requirement. Going forward, Ms. Walters recommended that the MTW Correction Plan update be removed from the Board Meeting Agenda. She will continue to report on all lease-ups.

Lease up at Warren Williams/Rivers Homes is at 86%. This is due to preparation for the RAD rehabilitation and relocation of residents. CA is currently at 91%.

HACG total vouchers available is 3,914. We have 3,022, Section 8 vouchers leased or 77%. We currently have thirty-five (35) families with vouchers searching for housing. During the month eighteen (18) extensions were granted giving the voucher holder more time to find housing.

Ms. Walters reported that lease up is 94% across all developments, including the remote PHA's. At the RAD Big 4 lease- up is at 92%.

#### CHIEF EXECUTIVE OFFICER'S REPORT:

Congress passed a CR late on September 30, 2023, meaning the government will be funded until November 17, 2023.

October 24-25, 2023, Ms. Walter, Ms. Johnson, and Mr. Rickey C. Miles will be attending the DCA Conference in Augusta, Ga. This attendance is at the urging of the DCA staff when they were in our office in September 2023.

Ms. Walters gave an interview with the DDC Journal "Design Development Construction," on September 21, 2023. The publication is interested in doing a piece on the RAD conversion of Warren Williams sometime in 2024 in their sister magazine, "Affordable Housing News".

Chief Deborah Kennedy with the CPD called Ms. Walters to let her know that the camera systems at the various properties have assisted in solving several crimes in the area. She wanted to reach out to "Thank the HACG" for doing such an excellent job in keeping residents safe.

Chair Cardin and Ms. Walters met with the new Chief of the Columbus Police Department, Stoney Mathis on September 27, 2023. Ms. Walters was impressed with Chief Mathis and was pleased to hear his thoughts and ideas on how we can become better partners.

The HACG will proceed with purchasing the LP's interest (Boston Capital), in Ashley Station. This will provide HACG with more leverage in the overall performance of Ashley Station. The purchase of the GP's interest (Integral) is still under review.

HACG will partner with Neighbor-Works on the Providence Point, third phase of Elliott's Walk (Cathy Williams) development for a tax credit application in late 2024 to early 2025. Details of the partnership are still being discussed.

Ms. Johnson has self-scored the new QAP for a 9% application for Moon Road in 2024. The results are competitive; however, the final QAP has not been finalized.

Ms. Walters requested that the November board meeting be rescheduled to either November 16<sup>th</sup> or 17<sup>th</sup> since she and Ms. Johnson will be out of town to receive an award for The Banks at Mill Village. Ms. Adkins will send out a poll to see which date will work best for the majority of Commissioners.

**ADJOURN:**

**There being no further business, Vice Chair Hadley asked for a motion to adjourn the meeting. Motion for approval was made by Commissioner Greenman, seconded by Commissioner Clements.**

**The meeting was adjourned.**

*Linda U. Hadley*

Linda U. Hadley (Jan 4, 2024): 13751

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**Linda U. Hadley  
Vice Chair**

*Lisa L. Walters*

**Lisa L. Walters, CPM  
Secretary-Treasurer**