

THE HOUSING AUTHORITY OF COLUMBUS, GEORGIA

September 18, 2019

9:00 A.M.

Regular Meeting

The Commissioners of the Housing Authority of Columbus, Georgia met in 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
Jeanella Pendleton
John Sheftall**

In attendance from the Housing Authority staff was Len Williams, Chief Executive Officer, Lisa Walters, Chief Operating Officer, Susan McGuire, Chief of Human Resources, Sabrina Richards, Chief of Property Management, John Casteel, Chief Assisted Housing Officer, Sheila Crisp, Chief Financial Officer, Rickey C. Miles, Modernization Manager and Commission Attorney Jim Clark.

INVOCATION:

Chairman Cardin delivered the invocation.

ADOPTION OF AGENDA:

Chairman Cardin called for a motion to approve the meeting agenda as presented.

Motion for approval of the agenda was made by Commissioner Greenman, seconded by Commissioner Stacy.

APPROVAL OF MINUTES:

The minutes of the July 17, 2019 Board meeting were presented and motion to approve was made by Commissioner Stacy, seconded by Commissioner Pendleton. The motion was approved.

CONSIDER A RESOLUTION FOR CHARGE-OFF OF RESIDENT OR FORMER RESIDENT ACCOUNT BALANCES FOR THE MONTH ENDING JULY 31, 2019

The following Resolution was introduced and duly considered:

RESOLUTION NO. 3332

Motion for approval was made by Commissioner Stacy and seconded by Commissioner Burdeshaw. The motion carried unanimously.

CONSIDER A RESOLUTION FOR CHARGE-OFF OF RESIDENT OR FORMER RESIDENT ACCOUNT BALANCES FOR THE MONTH ENDING AUGUST 31, 2019

The following Resolution was introduced and duly considered:

RESOLUTION NO. 3333

Motion for approval was made by Commissioner Burdeshaw and seconded by Commissioner Pendleton. The motion carried unanimously.

CONSIDER APPROVAL OF A CONTRACT FOR DOCUMENT SHREDDING SERVICES:

Ms. Crisp stated HACG had disseminated a request for proposals for document shredding services and advertised in the newspaper July 16-July 18, 2019.

Based upon the evaluation criteria of the proposals, it is recommended by HACG staff that the Board authorize Mr. Len Williams, CEO, to proceed to execute a contract with River Mill Data Management. This contract will be for a one-year fixed contract with two optional one-year terms.

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

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

The following Resolution was introduced and duly considered:

RESOLUTION NO. 3334

Mr. Casteel present the proposed utility allowance schedule that HACG is doing every year.

Motion for approval was made by Commissioner Burdeshaw and seconded by Commissioner Stacy. The motion carried unanimously.

CONSIDER A RESOLUTION APPROVING THE UTILITY ALLOWANCES FOR HACG PUBLIC HOUSING:

The following Resolution was introduced and duly considered:

RESOLUTION NO. 3335

Mr. Casteel present the proposed utility allowance schedule that HACG is doing every year.

Motion for approval was made by Commissioner Burdeshaw and seconded by Commissioner Stacy. The motion carried unanimously.

CONSIDER A CONTRACT FOR SECURITY CAMERAS AT LUTHER WILSON HOMES:

Mr. Miles reported HACG issued a request for proposals on Tuesday, July 9, 2019 to solicit qualified vendors to provide bids for a security camera system. This was advertised in the newspaper July 11, July 12, and July 16, 2019.

Mr. Miles stated five companies submitted proposals. The HACG staff committee recommends the award of the contract be awarded to AdaptToSolve (ATS) in the amount of \$163,969.00 This contract includes a maintenance agreement and a five-year term.

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

CONSIDER A CONTRACT FOR MODIFICATIONS TO THE HACG CENTRAL OFFICE BUILDING:

Mr. Miles stated a request for proposals was advertised in the newspaper and emailed to seven contractors. Five bids were received.

After committee evaluation, it was determined that R.H. Brent Construction of Columbus qualified to complete the work and submitted the lowest bid of \$459,000.

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

GOVERNANCE COMMITTEE REPORT:

Commissioner Greenman stated he along with Mr. Williams and Ms. Walters attended the PHADA conference in Washington.

Commissioner Greenman reported on the numerous topics presented at the conference.

REPORT FROM THE AUDIT AND FINANCE COMMITTEE:

No report.

REAL ESTATE COMMITTEE:

Commissioner Burdeshaw stated that HACG was participating in a floodplain study in conjunction with the City of Columbus for Weracoba Creek. The creek area borders Warren Williams Homes.

EXECUTIVE DIRECTOR'S REPORT:

Mr. Williams announced the application for Chase Homes was submitted and a response had been sent to HACG regarding the displacement of residents. HACG is following up on this matter and Mr. Williams will report to the Board at the next meeting.

Mr. Williams stated HACG is working to value the property at Ashley Station.

Mr. Williams proposed moving the October board meeting to October 9 instead of October 16. There was no opposition.

Mr. Williams reminded everyone of the annual Board Retreat on November 7 and 8 in Opelika.

Mr. Williams stated Columbus has been accepted by the Purpose Built Community and a press release would be forthcoming. He and Ms. Walters would be attending the annual conference on October 16.

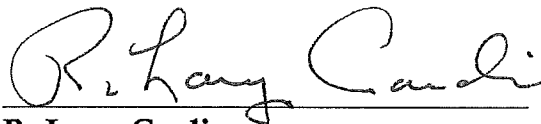
Mr. Williams reported there were several change orders submitted on the Willow Glen construction project. The dollar amount is well under the threshold requiring Board approval.

Mr. Williams reported HACG had multiple REAC and investor inspections this week.

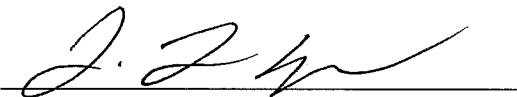
Mr. Williams stated that the National Housing Compliance contract would continue through January 31, 2021.

ADJOURN:

Motion to adjourn was made by Commissioner Stacy and seconded by Commissioner Sheftall. The motion carried.

A handwritten signature in cursive script, reading "R. Larry Cardin", written over a horizontal line.

**R. Larry Cardin
Chairman**

A handwritten signature in cursive script, reading "J. Len Williams", written over a horizontal line.

**J. Len Williams
Secretary-Treasurer**