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THE HOUSING AUTHORITY OF COLUMBUS, GEORGIA

Regular Meeting

October 20, 2021

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.

Vice-Chairman Greenman called the meeting to order, and the following Commissioners were present:

Larry Cardin
Ed Burdeshaw
Jeanella Pendleton
Tiffani Stacy
John Greenman
John Sheftall

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, Denise Thompson-Mosley, Executive Assistant and Attorney James Clark.

Also in attendance was Linda Hadley.

ADOPTION OF AGENDA:

Motion for approval of the agenda was made by Commissioner Pendleton, seconded by Commissioner Sheftall. Motion carried.

Before the presentation, Vice-Chairman Greenman introduced and welcomed Linda Hadley as the newly appointed board member. Dr. Hadley will be sworn in Monday, October 25, 2021.

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COLUMBUS HOUSING AUTHORITY

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APPROVAL OF THE SEPTEMBER 15, 2021, BOARD MEETING MINUTES:

Vice-Chairman Greenman called for a motion to approve the minutes of the September 15, 2021 Board meeting.

Motion for approval was made by Commissioner Burdeshaw, 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 the explanation of the top three factors of the variances. In summary, we are tracking ahead of budget by \$863K.

The top 3 factors for both MTD and YTD variances for Net Profit before Capitalized Expenditures and Transfers:

- Management Fees lower than expected calculated. The fees for the voucher program.
- Timing of expenses, due to year beginning in July 2021. Factored in REAC expenses for inspections, this is delayed by HUD and COVID.
- Placing the second Community Resource Coordinator on hold.

CHARGE-OFF OF RESIDENT ACCOUNT BALANCES:

The following Resolution was introduced and duly considered:

RESOLUTION NO. 3396

**A RESOLUTION AUTHORIZING THE CHARGE-OFF OF FORMER
RESIDENT ACCOUNT BALANCES TO COLLECTION LOSS FOR
THE AUTHORITY'S HOUSING DEVELOPMENTS
FOR THE MONTH ENDING SEPTEMBER 30, 2021**

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

UPDATED MAINTENANCE CHARGES FOR THE HOUSING AUTHORITY OF COLUMBUS, GA RESIDENTS:

The following Resolution was introduced and duly considered:

RESOLUTION NO. 3397

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

WHEREAS, the list of maintenance charges to residents was last updated in 2020; and

WHEREAS, 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; 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 October 20, 2021, to be effective November 1, 2021.

Motion for approval was made by Commissioner Sheftall, seconded by Commissioner Pendleton. Motion carried.

REPORT FROM THE GOVERNANCE COMMITTEE:

Commissioner Pendleton, Chair of the Governance Committee, announced there is no formal report but the curated readings will continue to focus on the activities of HUD and Washington, D.C.

REPORT FROM THE AUDIT AND FINANCE COMMITTEE:

Commissioner Greenman, Chair of the Audit and Finance Committee, discussed what was covered in the meeting held on September 24, 2021, and referred everyone to the minutes included in the October Board Packet.

An exit interview was held with the auditors. The results of the audit were favorable. Mr. Greenman inquired about when the report would become official. Ms. Crisp stated it would become official at the January 2022 board meeting. Mr. Green commended Ms. Crisp for her diligence and the clean audit.

Mr. Greenman discussed rent collections and the September 30, 2021, end of the moratorium on evictions. HACG employees have been encouraged to collect rent where possible and apply for programs that provide assistance to landlords. Ms. Richards reported on the number of applications submitted to the Department of Community Affairs (DCA) for the Georgia Rental Assistance Program. There have been 116 applications submitted to DCA and \$7,765.00 has been received as of Friday, October 15, 2021. Ms. Richards estimates about \$50K could be collected, in total, from the DCA program. However, there could be additional collections from other government entities offering rental assistance.

The verbal financial report given by Ms. Crisp during the board meeting was a proposal from the Audit and Finance Committee as well. The committee members reason it is important for members of the board to have a broad understanding of the budget, if not the details.

REPORT FROM THE REAL ESTATE COMMITTEE:

Commissioner Burdeshaw, Chair of the Real Estate Committee, stated the committee did not meet within the last month. He was pleased with the progress shown on the Banks at Mill Village worksite video from September 30, 2021. There has been little advancement the last few weeks due to the rain.

Laura Johnson stated the contractors asked for space to store materials. A request was made to the city for property they own adjacent to the Banks at Mill Village project. The city has agreed to allow use of the property, but it has to be voted by the city council.

PUBLIC SAFETY TASK FORCE:

Commissioner Stacy stated there is nothing to report. The Public Safety Task Force meets next month.

Mr. Cardin inquired if the city-wide uptick in crime and murder had accounted for increased crime and murder on HACG properties. Ms. Stacy states it has not. This was confirmed by Ms. Richards and Ms. Walters.

Ms. Stacy reported landlords that own property near HACG properties rent to unsavory individuals who are known to participate in criminal activity. The city has recently started to take measures against those landlords and rid the properties of disagreeable tenants. However, crimes committed at these locations are close to HACG properties, and our residents get blamed.

Ms. Richards reported on a meeting held yesterday with HACG staff, the Columbus Chief of Police, Freddie Blackmon, as well as other stakeholders to strengthen collaboration in increasing safety and fighting crime on HACG properties.

EXECUTIVE DIRECTOR'S REPORT:

Mrs. Walters reported that HACG has a 97% lease up rate for all developments including the remote properties. She also noted that Section 8 voucher utilization is 84% or 3,275 vouchers. HACG has 131 families with vouchers still searching for housing. There is an orientation scheduled for October 28, 2021, for 10 voucher holders. Seven extensions were granted to give voucher holders more time to locate housing.

The 2021 MTW Report to HUD was submitted September 24, 2021, well before the September 30, 2021, deadline.

Ms. Walters asked the board for a one-time waiver to the Travel Policy regarding reimbursement for purchase of first-class airline tickets for flights longer than 3 hours. Board members and HACG staff must attend a PHADA conference in San Diego in January and would like permission to be fully reimbursed for purchase of first-class tickets for the 4 ½ hour flight.


Motion for approval was made by Commissioner Sheftall, seconded by Commissioner Pendleton. Motion carried.

Ms. Walters stated the HACG Travel Policy will be updated with the new rule the next time the Travel Policy is reviewed.

The Commissioners were reminded about the Board Retreat scheduled for November 11-12, 2021. The meeting will begin at 10:00 AM CST on November 11, 2021, and end at noon on November 12, 2021. A formal board meeting will not be required.

ADJOURN:

There being no further business, Commissioner Greenman adjourned the meeting.

DocuSigned by:

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John Greenman
Vice-Chairman


Lisa L. Walters, CPM
Secretary-Treasurer