

MAY 25 2021

CLERK OF COURTS

6513

THE HOUSING AUTHORITY OF COLUMBUS, GEORGIA

Regular Meeting

April 21, 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.

Commissioner John Greenman called the meeting to order and on roll call the following Commissioners answered present:

Ed Burdeshaw
Jeannella Pendleton
Tiffani Stacy
John Sheftall

In attendance from the Housing Authority staff was Lisa Walters, Chief Executive Officer, Sabrina Richards, Chief of Property Management, John Casteel, Chief Assisted Housing Officer, Sheila Crisp, Chief Financial Officer, Laura Johnson, Chief Real Estate Officer, Rickey Miles, Modernization Manager, Carla Godwin, MTW Coordinator and Resident Services Administrator, Amy Bergman, Executive Assistant, and Attorney Jim Clark.

ADOPTION OF AGENDA:

Commissioner Greenman called for approval of the agenda.

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

APPROVAL OF THE MARCH 17, 2021 BOARD MEETING
MINUTES:

Commissioner Greenman called for a motion to approve the minutes of the March 17, 2021 Board meeting.

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

CHARGE-OFF OF RESIDENT ACCOUNT BALANCES:

The following Resolution was introduced and duly considered:

RESOLUTION NO. 3379

A RESOLUTION AUTHORIZING THE CHARGE-OFF OF
RESIDENT ACCOUNT BALANCES TO COLLECTION LOSS FOR
THE AUTHORITY'S HOUSING DEVELOPMENTS
FOR THE MONTH ENDING MARCH 31, 2021

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

CONSTRUCTION CONTRACT TO REPAIR FIRE DAMAGED
UNITS AT WILLOW GLEN APARTMENTS:

The Housing Authority received bids on April 1, 2021 for the repair of Fire Damaged Units 14 & 16 at Willow Glen Apartments. The Invitation for Bids (IFB) was placed on the HACG Website on March 3, 2021 and emailed to several local contractors on the same date. The IFB was placed in the Ledger-Enquirer for three days on March 4, 5, & 7, 2021.

The pre-bid conference was held on March 11, 2021 and Four contractors attended. Two additional contractors made a site visit later before the bid opening.

The purpose of this project is to renovate the apartments damaged by a fire at Willow Glen. The bids were publicly opened on April 1, 2021 with four contractors submitting bids. The bid information has been provided to our insurance company and the assigned adjuster at Housing Authority Insurance (HAI).

Major work items include cleaning, interior drywall replacement/repair, doors, windows, flooring, appliances, bath renovations, plumbing, electrical, mechanical, and painting of all rooms.

The lowest bid received of \$89,130.00 was from MMC Contracting of Columbus, Georgia. MMC Contracting has completed one project for the Housing Authority and is currentting working on a fire damaged unit at Wilson Homes.

Motion to approve this contract for the repairs of the Willow Glen Apartments in the amount of \$89,130.00 was made by Commissioner Stacy, seconded by Commissioner Burdeshaw. Motion carried.

RESOLUTION APPROVING AMENDING AUTHORITY BYLAWS:

The following Resolution was introduced and duly considered:

RESOLUTION NO. 3380

A RESOLUTION APPROVING AMENDING AUTHORITY BYLAWS

The following text will be added to Article II, Section 7 of the bylaws.

All Commissioners of the Housing Authority of Columbus, GA (the "Authority") shall act in a professional and ethical manner in carrying out their official duties. They shall be bound by the rules, regulations, and principles of the Dept. of Housing and Urban Development, the Municipal Code of Columbus, Georgia (including the Charter of the Columbus Consolidated Government and the Code of Ethics and Prohibited Practices applicable thereto) as well as any applicable ethics laws of the State of Georgia or any code of ethics adopted by the Authority.

If the Board of Commissioners of the Authority finds that any Commissioner has engaged in any conduct of an unprofessional nature, any other conduct which evidences a neglect of duty or any other misconduct, the Board of Commissioners, by

resolution, may petition the Mayor and council of the Columbus Consolidated Government for that Commissioner's removal pursuant to O.C.G.A. §8-3-53.

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

CONTRACT FOR A SECURITY SURVEILLANCE SYSTEM FOR FARLEY HOMES:

The Housing Authority issued RFP 21-706 on March 5, 2021 soliciting qualified vendors to provide bids for a Security Surveillance System and 5-year Maintenance Agreement for Farley Homes.

The HACG published the RFP on its website on March 5, 2021 and vendors were also solicited by email. A preproposal conference was held on March 11, 2021 at 10 am where 3 vendors attended. The HACG received proposals on April 1, 2021 from three vendors: Adapt To Solve, Inc., A3 Communications, and Network Systems Group.

HACG recommends awarding the contract to Adapt To Solve, Inc. in the amount of \$191,000.00 for the Farley Homes Security Surveillance System.

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

RESOLUTION AUTHORIZING HACG TO BE A GUARANTOR OF THE MILL VILLAGE PROJECT AND GUARANTOR OF OBLIGATIONS:

The following Resolution was introduced and duly considered:

RESOLUTION NO. 3381

A RESOLUTION AUTHORIZING HACG TO BE A GUARANTOR OF THE
MILL VILLAGE PROJECT AND GUARANTOR OF OBLIGATIONS

HACG Mill District I, GP, Inc. and Mill District I, LP were created in May 2019 as part of the Low-Income Housing Tax Credit (LIHTC) application to the Georgia Department of Community Affairs (DCA) for the redevelopments of Chase Homes into Mill Village. The project was awarded LIHTC in November 2019.

RBC Community Investments is the selected equity investor for this project per the Letter of Intent dated March 19, 2021. The following resolution is needed to proceed with the closing.

HACG needs to be a guarantor of the project and to guaranty the obligations of the General Partner as affiliate guaranty that is non-recourse to the assets of any public housing project. HACG will also act as co-developer to the project and to furnish RBC with all due diligence items required for closing.

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

RESOLUTION PROVIDING AUTHORIZATION TO THE EXECUTIVE DIRECTOR TO EXECUTE ALL CLOSING DOCUMENTS REGARDING THE MILL VILLAGE PROJECT:

The following Resolution were introduced and duly considered:

RESOLUTION NO. 3382

A RESOLUTION PROVIDING AUTHORIZATION TO THE EXECUTIVE DIRECTOR TO EXECUTE ALL CLOSING DOCUMENTS REGARDING THE MILL VILLAGE PROJECT

Resolution that provides the Executive Director authorizing to execute all documents necessary for the closing of Mill Village – authorizes Lisa Walters as CEO to execute all closing documents required for the closing of the Mill Village project. It also approves the allocation of funding to provide construction and permanent financing to the project, enter a ground lease for property, execute required guaranties, along with other items as outlined in the resolution.

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

REPORT FROM THE GOVERNANCE COMMITTEE:

No report.

REPORT FROM THE AUDIT AND FINANCE COMMITTEE:

No report.

REPORT FROM THE REAL ESTATE COMMITTEE:

Commissioner Burdeshaw, Chair of the Real Estate Committee, stated that during the Real Estate Committee meeting held on March 24th, a proposal made by Dr. Wright and Mr. Richardson to create senior affordable housing at Rigdon Park was discussed.

Since that meeting the co-developer has pulled out of the project and it is not currently moving forward.

REPORT ON THE SECURITY TASK FORCE:

No report.

EXECUTIVE DIRECTOR'S REPORT:

Mrs. Walters reported that HACG has a 97.87% lease up rate for all developments including the remote properties. She also noted that Section 8 voucher utilization was at 83% or 3,231 vouchers. HACG has 235 families with vouchers searching for housing. The affordable housing market is still saturated making it hard for families to find housing.

Mrs. Walters stated that the goal for account receivables is 1.5% but due to the pandemic the current ratio is 6.7%.

The HACG Resident Services department recently partnered with the Department of Public Health to administer the Covid vaccine to some of our residents. Another event will be held soon.

Mrs. Walters stated that she received a confirmation from FEMA, regarding the floodway study at Warren Williams, and a determination letter should be provided in 90 days.

The community room renovations at Warren Williams and Canty are now complete.

HACG is waiting on SHPO to approve the MOA addendum for the demolition of the Canty Homes units that are in a floodway.

The renovation to the shop building, that will create a new office space for TSO/Section 8 Relocation, is scheduled to be completed in September.

HACG is currently working on the historic narrative for SPHO regarding the demolition of several Rivers Homes units due to structural damage.

The anticipated closing date for Chase Homes/Mill Village is May 21st.

The anticipated closing date for the Warm Springs Road development is at the end of summer.

ADJOURN:

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


R. Larry Cardin
Chairman


Lisa L. Walters, CPM
Secretary-Treasurer

THE HOUSING AUTHORITY OF COLUMBUS, GEORGIA

Special Meeting

April 29, 2021
11:00 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 special session in Columbus, Georgia.

Chairman Cardin called the meeting to order and on roll call the following Commissioners answered present:

Jeanella Pendleton
Tiffani Stacy
John Sheftall
John Greenman

In attendance from the Housing Authority staff was Lisa Walters, Chief Executive Officer, Sabrina Richards, Chief of Property Management, John Casteel, Chief Assisted Housing Officer, Sheila Crisp, Chief Financial Officer, Laura Johnson, Chief Real Estate Officer, Carla Godwin, MTW Coordinator and Resident Services Administrator, Amy Bergman, Executive Assistant, and Attorney William Pound and Attorney Chris Hornig.

ADOPTION OF AGENDA:

Commissioner Cardin called for approval of the amended agenda.

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

RESOLUTION AUTHORIZING ACTION NECESSARY FOR MILL VILLAGE CLOSING

The following Resolution was introduced and duly considered:

RESOLUTION NO. 3383

A RESOLUTION AUTHORIZING ACTION NECESSARY FOR MILL VILLAGE CLOSING

NOW, THEREFORE, BE IT RESOLVED by HACG that the person hereinafter named be authorized and instructed to take all steps necessary and appropriate to cause HACG to grant and convey a first lien and security title interest in and to the Property in favor of Bank OZK to secure the repayment of the Loan.

AND BE IT FURTHER RESOLVED that Lisa L. Walters, in her capacity as the Chief Executive Officer of HACG, acting singly and without the attestation of any other officer, is hereby authorized, empowered, and instructed to enter into, acknowledge, furnish and/or deliver on behalf of HACG any and all affidavits, certificates, joinder agreements, security deeds, deeds to secure debt and all other instruments and documents necessary or reasonably requested in order to cause the action described above to be taken by HACG, and to take any other action as may be necessary or appropriate, in her sole and continuing discretion, in order to effect the consummation of the above-described action, and any actions taken by Lisa L. Walters on behalf of HACG in connection with such action is hereby authorized, confirmed, and ratified.

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

APPROVAL FOR TWO COMMUNITY RESOURCES COORDINATOR POSITIONS

These positions were originally discussed in the March 17, 2021 Board meeting. Since that meeting joint calls with Sheriff Countryman and Police Chief Blackmon were held and the position was also discussed with Fire Chief Scarpa.


The position descriptions and titles have since been updated. In addition, metrics have been added that will measure the success of the positions.


These positions are being brought before the Board by the Governance Committee for approval.

All approved and the motion carried to approve the two Community Resources Coordinator positions.

ADJOURN:

There being no further business, a motion to adjourn was made by Commissioner Pendleton and seconded by Commissioner Stacy. The motion to adjourn the meeting carried.


R. Larry Cardin
Chairman


Lisa L. Walters, CPM
Secretary-Treasurer