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3616 CLERK OF COUNCIL
Columbus, Georgia

THE HOUSING AUTHORITY OF COLUMBUS, GEORGIA

Regular Meeting

February 15, 2023

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.

Chairman Larry Cardin called the meeting to order the following Directors were present:

Ed Burdeshaw
John Greenman
Jeanella Pendleton
John Sheftall
Tiffani Stacy

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

INVOCATION:

Chairman Cardin offered the invocation.

ADOPTION OF AGENDA:

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

APPROVAL OF THE JANUARY 18, 2023 BOARD MEETING MINUTES:

Chairman Cardin called for a motion to approve the minutes of the January 18, 2023 Board meeting. The minutes were amended to remove the words "roll call" from page 3616.

Motion for approval of the amended minutes was made by Commissioner Sheftall, seconded by Commissioner Burdeshaw. 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 factors of the variances. In summary, we are tracking behind budget by about \$607K.

The top factors for both MTD and YTD variances for excess of revenue before Capitalized Expenditures and Transfers:

- The delay in construction at The Banks of Mill Village has resulted in a postponement of payment of Developer Fees to HACG of approximately \$700K.
- Costs related to development are usually reimbursable once the project begins and/or ends.
- Capital Funds Program (CFP) revenue in the amount of \$251K was received in January.
- Each program is tracking ahead of budget except for the Affordable Housing Program.

CHARGE-OFF OF FORMER RESIDENT ACCOUNT BALANCES FOR MONTH ENDING JANUARY 31, 2023:

The following Resolution was introduced and duly considered:

RESOLUTION NO. 3435

RESOLUTION AUTHORIZING THE CHARGE-OFF OF FORMER RESIDENT ACCOUNT BALANCES TO COLLECTION LOSS FOR THE AUTHORITY'S HOUSING DEVELOPMENTS FOR THE MONTH ENDING JANUARY 31, 2023

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

Ms. Richards also offered an update on the lease-up at The Banks at Mill Village. The development is currently 12% occupied. Eight additional families moved in since the last board meeting and eighteen families will move in by the end of the month. There has been a lot of traffic and interest. Ms. Richards was interviewed by WTVM on February 8, 2023 and that has increased curiosity about the four market rate apartments available. There is now a forty-two person wait list for those apartments.

CONSTRUCTION CONTRACT FOR FIFTH STREET CONNECTION PROJECT:

The Housing Authority of Columbus, Georgia (HACG) received bids on January 31, 2023, for the construction of a new road at 5th Street for the future BTW South development. The Invitation for Bids (IFB) was placed on the HACG Website on January 6, 2023. The IFB was placed in the Ledger-Enquirer for three days on January 8, 9, & 10, 2023. A pre-bid conference was held on January 18, 2023, and no contractors attended.

Major work items include clearing, underground utilities, curbs/gutters, asphalt paving, concrete sidewalks, and landscaping.

Robinson Paving Company delivered the apparent lowest bid for \$338,358.60. This project is being funded by the Columbus Consolidated Government utilizing Community Development Block Grant funds that have been awarded to this project.

Motion to approve this contract for the Fifth Street Connection Project in the amount of \$338,358.60 was made by Commissioner Greenman and seconded by Commissioner Pendleton. Motion carried.

REPORT FROM THE GOVERNANCE COMMITTEE:

Commissioner Pendleton reported about the February 6, 2023 meeting. The group met to discuss when the Chief Executive Officer, Lisa Walters, would be evaluated because of the change to the end of the fiscal year. There were also discussions of names to replace Mr. Burdeshaw when his term ends April 30, 2023. The details of the new evaluation deadline as well as board member recommendations will be revealed at the March board meeting.

REPORT FROM THE AUDIT AND FINANCE COMMITTEE:

No report.

REPORT FROM THE REAL ESTATE COMMITTEE:

Commissioner Burdeshaw presented a summary of pending Real Estate Committee items. Len Williams is still working on the RFP for the Faircloth to RAD proposal. The Snyder/Lance building Ken Henson would like to partner with us to convert to affordable housing is being assessed for cost and feasibility.

PUBLIC SAFETY TASK FORCE:

No report. The next meeting is March 14, 2023.

MOVING TO WORK (MTW) CORRECTIVE ACTIVE PLAN UPDATE:

Lisa Walters gave an update on the MTW Corrective Action Plan. The lease up at Warren Williams is 98% and 90% for Canty Homes for an average of 93%.

The Section 8 voucher utilization is 79% or 3,078 vouchers. There are currently 43 families with vouchers searching for housing. Ten extensions were granted to give families more time to find housing. An orientation is scheduled for twenty-seven new families on February 16, 2023.

John Casteel presented on the Section 8 waiting list. The Section 8 waiting list was opened at 8:00 AM on February 14, 2023, strictly online. No applications were taken in person or over the phone. This is the first time the waiting list has been opened since October 2020. The plan was to accept 1500 individuals and that number was received in one hour and fifteen minutes. People from the list will be processed on a first come first serve basis because all the applications were date and time stamped. Mr. Casteel stated voucher holders are having greater success acquiring housing because the payment standard increase, 14% in this area, that went into effect January 1, 2023.

EXECUTIVE DIRECTOR'S REPORT:

Lease up is 97% across all developments, including the remote housing authorities. At the RAD properties, Nicholson Terrace, Luther Wilson, EJ Knight, and EE Farley, lease up is 98%.

The final appeal with Department of Community Affairs (DCA) regarding the awarding of Low-Income Housing Tax Credits (LIHTC) for BTW South development was January 31, 2023. Ms. Walters will update the board with the results.

The Albany Housing Authority is coming to visit HACG March 16, 2023. They have requested to meet with the executive staff to ask questions and learn about how HACG is operated.

The ribbon cutting for The Banks at Mill Village Apartments will be held at 10:00 AM on April 18, 2023. Save-the-date and invitations will be forwarded soon.

Mayor Henderson has scheduled a meeting with HACG and some community stakeholders for Monday, February 20, 2023. No agenda has been discussed so Ms. Walters has prepared some items to discuss pertaining to Fox Elementary and also how the city can partner with HACG to build more affordable housing.

ADJOURN:

There being no further business, Chairman Cardin asked for a motion to adjourn the meeting. Motion for approval was made by Commissioner Greenman, seconded by Commissioner Pendleton. Meeting was adjourned.



Larry Cardin
Chairman



Lisa L. Walters, CPM
Secretary-Treasurer