

3637

THE HOUSING AUTHORITY OF COLUMBUS, GEORGIA

Regular Meeting

June 21, 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:

Ryan Clements
Linda Hadley
Jeanella Pendleton
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, John Casteel, Chief Assisted Housing Officer, Jim Clark, Esquire, and Denise L. Thompson-Mosley, Executive Assistant.

INVOCATION:

Chair Cardin offered the invocation.

ADOPTION OF AGENDA:

Chair Cardin asked Ms. Walters about the revised agenda that had been issued the day of the meeting. Ms. Walters stated there was one change in item number seven from "Consider Approving a Resolution..." to "Consider Approving..." Motion for approval of the revised agenda was made by Commissioner Ryan, seconded by Commissioner Hadley. Motion carried.

APPROVAL OF THE MAY 17, 2023 BOARD MEETING MINUTES:

Chairman Cardin called for a motion to approve the minutes of the May 17, 2023 Board meeting.

Motion for approval of the amended minutes was made by Commissioner Hadley, 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 factors of the variances. In summary, we are tracking behind budget by about \$566K.

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 and Warm Springs Senior Village has resulted in a postponement of payment of Developer Fees to HACG of approximately \$600K. HACG has received \$69K of the Developer Fees thus far. The rest of the funds should be disbursed in October and November of 2023.
- HUD released the Renewal Funding Inflation Factors (RFIF) which is used to determine how much renewal funding the Section 8 voucher program of each Public Housing Authority will receive, relative to the prior year. The national inflation factor was 9.6% this year which resulted in a \$2M increase.
- The timing of the employee incentive bonus payout was recognized in May, but was budgeted in April.

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

The following Resolution was introduced and duly considered:

RESOLUTION NO. 3443

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

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

Ms. Richards also gave an update on The Banks at Mill Village. The property is at 94% occupancy and released at 99%. There is one unit remaining to be leased.

CONSIDER A RESOLUTION APPROVING THE HOUSING CHOICE VOUCHER ADMINISTRATIVE PLAN REVISION FOR THE SECTION 8 PROGRAM

The following Resolution was introduced and duly considered:

RESOLUTION NO. 3444

RESOLUTION APPROVING THE HOUSING CHOICE VOUCHER ADMINISTRATIVE PLAN REVISION FOR THE SECTION 8 PROGRAM

The Administrative plan is a written policy that states the way in which The Housing Authority of Columbus, GA will operate its Housing Choice Voucher Program (Section 8). The purpose of the revision to the Administrative Plan is to update the methodology of the rent reasonableness comparability studies.

Motion for approval was made by Commissioner Pendleton and seconded by Commissioner Hadley. Motion carried.

CONSIDER APPROVING THE UPDATED BOND ISSUER AND FEE SCHEDULE POLICY:

The changes to the Bond Issuer and Fee Schedule Policy relate to when the fee will be paid to HACG and stipulate any bond issuance will be in line with the Mission Statement of HACG. The Audit and Finance Committee approved the updated policy. The Bond Issuance application was also discussed by the Audit and Finance Committee and it currently under legal review. Once the Bond Issuance application has been cleared, the board will vote to approve the Bond Issuer and Fee Schedule Policy and application at the same time.

This vote was tabled for a future meeting.

CONSIDER A RESOLUTION APPROVING THE AMENDED FY2023 MTW PLAN

The following Resolution was introduced and duly considered:

RESOLUTION NO. 3445

RESOLUTION APPROVING THE MOVING TO WORK (MTW) DEMONSTRATION PROGRAM'S FISCAL YEAR 2023 AMENDED ANNUAL PLAN AND SUBMISSION OF SAID PLAN AND PLAN'S CERTIFICATIONS OF COMPLIANCE TO THE DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD)

The Amended FY 2023 Annual MTW Plan was available for review and comments from May 31, 2023 through June 20, 2023. HACG presented the Proposed Amended MTW Plan at the Resident Relocation Meetings held on June 5, 2023 and June 7, 2023. The meetings on both dates also included Zoom links.

HACG is required to execute and submit to HUD for review and approval the Certifications of Compliance along with submission of an Annual Plan. It is recommended that the Board approves the Amended FY 2023 Annual MTW Plan.

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

REPORT FROM THE GOVERNANCE COMMITTEE:

The Governance Committee met June 12, 2023 to discuss the CEO's evaluation and the slate of nominees for the elections taking place at the Annual Meeting in July.

REPORT FROM THE AUDIT AND FINANCE COMMITTEE:

The Audit and Finance Committee met June 8, 2023 to approve the updated Bond Issuer and Fee Schedule Policy and the Bond Issuance application. The Bond Issuer and Fee Policy Schedule was approved to be recommended to the full board. The Bond Issuance application was referred to legal counsel for further review. A request by the agency retirement services company, Corebridge Financial, to present to the Audit and Finance Committee was also discussed. The committee needs to be apprised of the changes to retirement accounts brought on by the SECURE Act of 2022. The presentation has not been scheduled.

REPORT FROM THE REAL ESTATE COMMITTEE:

No report.

PUBLIC SAFETY TASK FORCE:

No report.

MOVING TO WORK (MTW) CORRECTIVE ACTIVE PLAN UPDATE:

Lisa Walters gave an update on the MTW Corrective Action Plan (CAP). Lease up at Warren Williams is 95% and 93% for Cauty Homes for an average of 94%. Section 8 voucher utilization 77%. There are currently 63 families with vouchers searching for housing. Extensions have been granted to 10 families, allowing them more time to find adequate housing.

EXECUTIVE DIRECTOR'S REPORT:

Lisa Walters reported that lease up is 96% across all developments, including the remote housing authorities. At the RAD properties, Nicholson Terrace, Luther Wilson, EJ Knight, and EE Farley, lease up is 95%. The Banks at Mill Village is leased at 99%.

HACG signed a short-term bridge loan with Columbus Affordable Housing Services (CAHS) for \$3.8M to pay off the Banks at Mill Village construction loan with the Bank of Ozark, which carries 8% interest. The final equity installment has been delayed because the Banks at Mill Village did not reach stabilization (90% occupancy) by June 2, 2023. The final equity installment should be received in September 2023 and HACG will pay back CAHS the \$3.8M by October 31, 2023. The interest is 5.417%, which is equivalent to the 90-day Treasury bill rate.

An interagency agreement has been signed with the Macon Housing Authority for Sheila Crisp to provide Yardi training services at \$160/hour. The non-federal revenue generated by this contract will be approximately \$12,800.00.

The *Affordable Housing Finance* magazine has selected The Banks at Mill Village as finalist in the family category of its 2023 Readers' Choice Awards.

Ms. Walters passed out a summary of subject discussed at the May PHADA meeting, which included the following:

- Use criminal histories in potential resident screening.
- NSPIRE (National Standards for the Physical Inspection of Real Estate)
- HOTMA (Housing Opportunity through Modernization Act of 2016)
- BABA (Build America Buy America)
- AFFH (Affirmative Furthering Fair Housing)

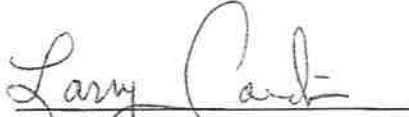
The next PHADA meeting is September 17-19, 2023, in Washington, D.C. It is called the Legislative Conference. Commissioner Greenman has confirmed his attendance. If any other commissioner would like to attend, they should let Lisa know as soon as possible. The next PHADA Commissioners' Conference is January 7-10, 2024 in San Diego, CA. Any interested commissioners should let Lisa know. However, be advised attendance should not exceed two commissioners for budgetary concerns.

The Board of Commissioners retreat has been moved from November to January. The dates for the next retreat are Thursday, January 25, 2024 – Friday, January 26, 2024. It will be at the Hilton Peachtree City Atlanta Hotel & Conference Center, 2443 Highway West, Peachtree City, GA 30269.

There was a recent meeting about affordable housing with Ben Moser and Pat Frey from United Way of the Chattahoochee Valley and the City of Columbus. There is a need for workforce housing to attract more businesses to this area. Georgia Tech is going to conduct a study to find out how much workforce housing is available and how much is needed, in this region. The City will pay for half of the study and CAHS will pay the other half. HACG and CAHS leadership will meet with the GA Tech researchers to help them define what workforce housing is.

ADJOURN:

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


Larry Cardin
Chairman


Lisa L. Walters, CPM
Secretary-Treasurer