

AUG 26 2021

6528

**THE HOUSING AUTHORITY OF COLUMBUS, GEORGIA**

**Regular Meeting**

**June 16, 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.**

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

**Ed Burdeshaw  
Jeanella 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, Carla Godwin, MTW Coordinator and Resident  
Services Administrator, Amy Bergman, Executive Assistant, and Attorney Jim  
Clark.**

**ADOPTION OF AGENDA:**

**Chairman Cardin called for approval of the agenda.**

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

**APPROVAL OF THE MAY 19, 2021, BOARD MEETING MINUTES:**

**Chairman Cardin called for a motion to approve the minutes of the May 19, 2021, Board meeting.**

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

**CHARGE-OFF OF RESIDENT ACCOUNT BALANCES:**

**The following Resolution was introduced and duly considered:**

**RESOLUTION NO. 3386**

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

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

**APPROVAL FOR NATIONAL FACILITY CONSULTANTS, INC.  
TO CONDUCT AN ENERGY AUDIT AND UTILITY ALLOWANCE  
STUDY:**

**Sabrina Richards stated that once every five years the Housing Authority of Columbus, Georgia disseminates a Request for Proposal for an Energy Audit & Utility Allowance Studies for Public Housing and Section 8 for the Housing Authority of Columbus, Georgia, and its Affiliates.**

**HACG advertised in the Columbus Ledger-Enquirer on April 24-26, 2021, and May 1-3, 2021, as well as posted the RFP on our website. The deadline for proposals was May 7, 2021. A total of two (2) proposals were received from:**

- 1. Bureau Veritas Technical Assessments, LLC (Owings Mills, MD)**
- 2. National Facility Consultants, Inc. (Marietta, GA)**

**A 4-four-person committee evaluated the two bid packets submitted and based upon the evaluation criteria. HACG staff recommended that the Board of Commissioners approve National Facility Consultants, Inc. (NFC) to conduct the Energy Audit and Utility Allowance Studies.**

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

**REVISION TO THE HOUSING CHOICE VOUCHER  
ADMINISTRATIVE PLAN:**

**The following Resolution was introduced and duly considered:**

**RESOLUTION NO. 3387**

**A RESOLUTION APPROVING A REVISION TO THE HOUSING CHOICE  
VOUCHER ADMINISTRATIVE PLAN**

**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 establish preferences for the project-based voucher waiting list for Chase Homes/Mill Village and to establish policies for the Emergency Housing Voucher program. The changes are:**

**On page B-5 the revision establishes waiting list preferences for the Mill Village/Chase Homes redevelopment. In Appendix J, emergency housing vouchers are being added to the Administrative Plan to establish policies concerning the special purpose vouchers issued by HUD to assist in reducing homelessness and provide for services.**

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

**APPROVAL TO RATIFY EXISTING GEORGIA POWER COMPANY UTILITY EASEMENT:**

**On May 20, 2020, the HACG Board of Commissioners approved an easement with Georgia Power for the property located at 2971 Buena Vista Road (Willow Glen Apartments) via Resolution #3357. The easement is in conjunction with the Buena Vista Road Spiderweb Road project which will construct a 4-lane bridge over the railroad tracks on Buena Vista Road.**

**On May 21, 2021, HACG received a request from Georgia Power to amend the existing easement agreement due to a change in the design of the project.**

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

**REPORT FROM THE GOVERNANCE COMMITTEE:**

**Commissioner Pendleton stated that the committee meet on June 11<sup>th</sup> to discuss the performance review for Lisa Walters. She stated that the evaluation was on track to meet the timeline established last year. Mr. Cardin will meet with Mrs. Walters before the end of the month to review the evaluation and her goals for 2021-2022.**

**REPORT FROM THE AUDIT AND FINANCE COMMITTEE:**

**Lisa Walters provided the report from the Audit and Finance Committee in Commissioner Greenman's absence. She stated that Commissioner Greenman had reservations about the approval of the negative budget. Instead of bringing the budget back before the Board, Mrs. Walters and Mrs. Crisp proposed cost cutting measures to include delaying the warehouse repairs and hiring only one Community**

6532

**Resource Coordinator instead of the two originally discussed. The budget will be reviewed after six months and budget revisions could be discussed at that time if needed.**

**REPORT FROM THE REAL ESTATE COMMITTEE:**

**Commissioner Burdeshaw, Chair of the Real Estate Committee said that FEMA provided their first round of comments regarding Warren Williams and a meeting with FEMA, HACG and the city will be scheduled to discuss the comments.**

**Commissioner Burdeshaw announced that HACG closed on the Mill Village property.**

**PUBLIC SAFETY TASK FORCE:**

**Commissioner Stacy said that there has been issues at Canty with children fighting and shooting fireworks at people, homes, and vehicles. This is something she will discuss in the next Public Safety Task Force meeting.**

**EXECUTIVE DIRECTOR'S REPORT:**

**Mrs. Walters stated that a Board meeting was not needed in July. Commissioner Burdeshaw motion to not hold a Board meeting in July, Commissioner Sheftall seconded the motion. The next Board meeting will be held in August unless something is needed before that time.**

**Mrs. Walters reported that HACG has a 98% lease up rate for all developments including the remote properties. She also noted that Section 8 voucher utilization was at 84% or 3,267 vouchers. HACG has 143 families with vouchers searching for housing.**

**Mrs. Walters provided the three names that are being considered for the new Chase Homes development; Mill Village Apartments, Riverwalk Apartments, and The Banks at Mill Village.**

**Mrs. Walters reported that the MTW 2022 plan was approved by HUD.**

**Mrs. Walters discussed the \$200,000 donation requested for the Dragonfly Trail expansion. She stated that if the commissioners were interested in making this donation that she would like the money to come out of the current budget. Mr.**

Clark stated that since the trail would enhance HACG apartments and benefit the residents that we could make the donation if we wanted to. The commissioners discussed the advantage of the trail. Commissioner Sheftall motioned to approve the donation of \$200,000 and Commissioner Stacy seconded the motion. All were in favor and the motion carried.

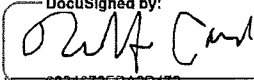
**EXECUTIVE SESSION:**


An Executive Session was held to discuss real estate matters as provided by O.C.G.A. section 50-14-3(4). Commissioner Stacy motioned to close the Board meeting so the Executive Session could be entered. Commissioner Pendleton seconded the motion. Executive session was then entered.

Commissioner Stacy motion to close the Executive Session and Commissioner Sheftall seconded the motion. Executive Session was closed.

**ADJOURN:**

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

DocuSigned by:  
  
0834672EBA2D472...  
R. Larry Cardin  
Chairman

  
Lisa L. Walters, CPM  
Secretary-Treasurer