

**November 14, 2017
Regular Meeting of the Board of Commissioners of the
Housing Authority of the City of East Point, GA
5:30 PM
3056 Norman Berry Drive, East Point, GA**

1. Call to Order/Roll Call
 - 1.1 Ms. Adams, Ms. Allen, Dr. Lovett, Mr. Newman, Ms. Shorter, Mr. Vin,
 - 1.2 Moment of Silence/Prayer

2. Motion to adopt the Agenda for November 14, 2017 Regular Board Meeting

3. Old Business
 - 3.1 Motion to approve Minutes of the September 26, 2017 Regular Board Meeting

Comment: Minutes of the September 26, 2017 Regular Board Meeting were previously distributed.

 - 3.2 Hillcrest Homes and Nelms House Property Update

Comment: Provide an update as it relates to Hillcrest Homes and Nelms House properties.

Receive Comments from Mr. Spann and/or Mrs. Furin

 - 3.3 Martel Homes Property Update

Comment: Mr. Spann will provide an update as it relates to Martel Homes property.

Receive comments from Mr. Spann

 - 3.4 East Point Community & Economic Development Corporation (EPCEDC) & 501(c)(3) Updates

Comment: Mr. Spann will provide an update as it relates to the EPCEDC.

Receive Comments from Mr. Spann

3.5 Fairburn Housing Update

Comment: An update will be provided it relates to EPHA's management of Fairburn Housing Authority.

Receive comments from Mr. Spann and/or Mrs. Hinton

3.6 Update Board on Rental Assistance Demonstration (RAD)

Comment: Mr. Spann will provide an update as it relates to the status of EPHA's RAD program.

3.7 Update Board on Property Works of East Point Inc.

The EPHA Board of Commissioners will select officers for Property Works of East Point, Inc. (RAD nonprofit entity), and vote to adopt bylaws.

Receive comments from Mr. Spann and/or Mrs. Furin

4. New Business

4.1 Solicitation of Public Comment

Comment: Public comment will be taken according to the sign-in sheet

4.2 Monthly Agency Reports

Comment: Mr. Spann will provide insight and answer questions regarding financial and program reports, strategic plan updates and other agency issues. The October 2017 Agency Report(s), were previously distributed with the board package. A notification will be emailed as soon as the October 2017 Financials are made available on the website link.

Receive comments from Mr. Spann

4.3 Approve Resolution No 17-11-01 the proposed EPHA Annual Operating Budget for FY 2018(10/1/17-9/30/18)

Comment: The Board of Commissioners voted unanimously to approve the proposed 2018 Annual Operating Budget at the September 26, 2017 board meeting. Resolution No. 17-11-01 has been prepared to validate approval by the board. The budget is based on anticipated subsidy, other sources of anticipated revenue, and anticipated expenses for the Public Housing and Housing Choice Voucher programs.

Receive comments from Mr. Spann

- 4.4 Approve Resolution 17-11-02 for the submission of the 2017 SEMAP reports to HUD

Comment: Annually, both the Housing Choice Voucher program must submit management reports to HUD. The above referenced reports are prepared from the annual accumulated data for programs and are transmitted electronically to HUD.

Receive comments from Mrs. Hinton and/or Mr. Spann

- 4.5 Approve Resolution Number 17-11-03 Property Disposition "Write-off Appliances"
Comments: Declaring certain property to be excess and obsolete and concurring in the determination that the property has no value other than scrap value and approving the disposition of the property for cost of removal. Non-operable appliances have been stripped for useable parts and the remaining shells need to be disposed of for scrap value.
Receive comments from Mrs. Hinton and/or Mr. Spann

- 4.6 Approve Resolution 17-11-04 writing off bad debt (tenants' accounts receivable)

Comment: Periodically it becomes necessary to correct Public Housing tenant accounts by identifying such accounts have a high probability of being uncollected and have been turned over to collections. Original backup is attached. The Executive Director is requesting authorization to write off \$15,105.69 deemed uncollectible bad debt.

Receive comments from Mrs. Hinton and/or Mr. Spann

- 4.7 Approve Resolution 17-11-05 adopting the revised Utility Allowance Schedules for the Public Housing and Housing Choice Voucher Program effective December 1, 2017

Comment: Program utility allowance surveys are done annually to determine if a 10% in utility costs to tenants has occurred. When a 10% difference has occurred, the Utility Allowance Schedules must be updated and adopted.

Receive comments from Mrs. Hinton and/or Mr. Spann

- 4.8 Annual review of Staff/Agency Achievements

Review FY 2017 accomplishments.

Receive comments from Mr. Spann

- 4.9 Motion to enter into Executive Session Motion for the purpose of discussing Housing Authority Matters

- 4.10 Motion to reconvene in Open Public Session

- 4.11 Motion to Adjourn