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Housing Authority of the City of East Point, Georgia

Regular Meeting

November 14, 2017

The Board of Commissioners (Board) of the Housing Authority of the City of East Point, GA (Authority) met on Tuesday, November 14, 2017 at 5:30 PM at 3056 Norman Berry Drive, East Point, GA, for its regular meeting. The Board did not have an October 2017 meeting. Ms. Allen called the meeting to order at 5:32PM.

Those answering the roll call were:

Ms. Allen, Dr. Lovett, Ms. Adams, and Mr. Newman. Ms. Shorter arrived at 5:37PM.

Others Present: Michael Spann, Executive Director, Garlan Furin, General Counsel, and Housing Authority employees: Veridia Hinton, Tara Mobley, and Luvell Porter.

Ms. Allen opened the meeting with a moment of silence.

On motion of Ms. Adams, seconded by Dr. Lovett, the Board voted unanimously to adopt the agenda.

On motion of Mr. Newman, seconded by Ms. Adams, the Board voted unanimously to approve the minutes of the regular meeting held September 26, 2017.

Mr. Spann updated the Board on the Hillcrest property: He discussed the status of the pending demolition application to SAC and the RFQ for the demolition service. SAC requested a complete resubmission of the demolition/disposition application, but the HACEPG is responding to clarify the previous submitted information, and to fast track the application this time. The Benoit Group has had environmental testing done including asbestos. Ms. Adams asked questions regarding the RFQ for demolition services, and Mr. Spann provided details regarding the publication and other contacts that were made, and stated that the response has been good so far. Mr. Spann discussed the DCA/SHPO historical preservation requirements, and Ms. Furin confirmed that the HACEPG previously had Hillcrest documented under a SHPO requirement in June 2009. Mr. Spann will explore whether this previous work will satisfy the requirement at this time. The TEFRA hearing will take place on November 28th at the Housing Authority.

Mr. Spann updated the Board on the Nelms property: He discussed possibilities for a 9% tax credit application for 2018, and ongoing efforts to prevent vandalism.

Mr. Spann updated the Board on the Martel property: The RAD closing will likely occur in first quarter 2018, so the HACEPG will have to self fund until closing, but that should be feasible. After review, staff has decided to use PBV for the RAD conversion, as it will be an easier transition. The REAC score was received, but the HACEPG is disputing some of the findings. HACEPG is continuing to assist the River Park neighborhood with maintaining the trail and the crime has decreased dramatically. The Board generally discussed the property that is under continued environmental testing from the old cotton mill. The groundwater is monitored at HACEPG as part of that continued testing.

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Mr. Spann updated the Board on the EPCEDC: The 501(C)(3) application with the IRS is still pending. He and Dr. Lovett met with a representative from the Housing Development Corporation as a resource going forward. Ms. Shorter asked about the EPCEDC budget, and Dr. Lovett responded that it is in the works.

Mr. Spann updated the Board regarding the management of the Fairburn Housing Authority: The Fairburn HA Board has approved a merger/asset transfer process in the future. The Board and Ms. Furin generally discussed how a member of the Fairburn Board could serve on the HACEPG Board, and Ms. Furin will research the issue. Mr. Spann informed the Board that he has requested advice from HUD, but not many asset transfers have taken place, and none have occurred in Georgia. Ms. Hinton discussed the voucher possibilities from the merger.

Mr. Spann updated the Board on the progress of the RAD application: He, Ms. Hinton, and Ms. Furin continue weekly conference calls with the RAD team, and with The Beatty Group. The physical condition assessments came back very positive, and the determination of the scope of work and receipt of the appraisal are the next steps. A surveyor has been engaged and outside counsel will also be engaged. Ms. Furin discussed the general parameters for the loan amount.

Mr. Spann updated the Board on the PWEP: There will be another Board meeting before the RAD closing.

Public Comment: Bishop Darius Ashlock (Dallas, TX) and his associates discussed their interest in renovating the Hillcrest property as affordable housing. Ms. Allen informed the group that at this time, the HACEPG had existing commitments on the redevelopment of the Hillcrest property. Ms. Shorter informed the group that Washington Carver's new owners were interested in selling that multifamily property, and Ms. Allen informed the group that there may be another possibility in the future.

Mr. Spann briefly discussed the summary of the October 2017 monthly agency reports. He discussed the positive changes from the draft budget for 2017, and the facts that the HACEPG had received additional subsidy and saved employee benefit expenses due to outsourcing the Inspections department. Mr. Spann discussed the the OIG has begun conducting an audit of the FSS program and the HACEPG staff has turned over documents to them. He also discussed that unrestricted funds from the PHADA lawsuit settlement should be paid out in mid-November.

Mr. Spann informed the Board that the Annual Plan was approved by HUD, and that they had good turnout for the HACEPG town hall meetings regarding the smoke free policy that will begin in 2018. Turnout for the Fairburn HA meetings was lower, but those locations are scattered site. Ms. Adams requested that the smoke free survey results be put on the website. Mr. Spann discussed that the HACEPG was applying for an additional 25 VASH vouchers.

Mr. Spann discussed Resolution No. 17-11-01, which would allow the previously approved 2018 Annual Operating Budget to be submitted to HUD. On motion of Dr. Lovett, seconded by Mr. Newman, the Board voted unanimously to approve the Resolution.

Mr. Spann discussed Resolution No. 17-11-02, which would allow submission of the 2017 SEMAPHORE reports to HUD. Ms. Hinton explained that the SEMAP report is the annual management report for the Section 8/PBV program. On motion of Dr. Lovett, seconded by Mr. Newman, the Board voted unanimously to approve the Resolution.

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Mr. Spann discussed Resolution No. 17-11-03, which would allow the HACEPG to declare certain applicances to be obsolete and their value (other than scrap value) to be written off. On motion of Dr. Lovett, seconded by Mr. Newman, the Board voted unanimously to approve the Resolution.

Mr. Spann discussed Resolution No. 17-11-04, which would allow the HACEPG to write off uncollectible tenant debt (which has also been turned over to an outside collection agency). Ms. Hinton and Ms. Furin confirmed the age of the accounts, and the reasons (primarily failure to honor a payback agreement, maintenance charges, and damages to units). On motion of Dr. Lovett, seconded by Mr. Newman, the Board voted unanimously to approve the Resolution.

Mr. Spann discussed Resolution No. 17-11-05, which would allow the HACEPG to adopt a revised Utility Allowance Schedule for the Public Housing and Housing Choice Voucher programs effective December 1, 2017. Ms. Hinton explained the market survey results in response to questions from Dr. Lovett and Ms. Adams. On motion of Dr. Lovett, seconded by Mr. Newman, the Board voted unanimously to approve the Resolution.

Mr. Spann stated that he would make a formal presentation of the 2017 staff accomplishments at the annual holiday luncheon, scheduled for December 19, 2017. Ms. Shorter, Ms. Allen, and Dr. Lovett discussed invitations to the luncheon to the outside community, and Mr. Spann discussed that the HACEPG has invited the City departments with whom they have the most interaction (P&Z, Economic Development). Also, the VASH voucher holders and senior residents will most likely be invited. There will not be a regular December Board meeting, and only a called Special meeting if needed.

Mr. Spann discussed his recommendation for an employee bonus in the amount of 4.5% of the total salary pool, to be divided with discretion, based on annual review results, seniority, and performance. Ms. Furin mentioned that the staff has had to work on the RAD conversion and the Hillcrest redevelopment in addition to their regular duties. On motion of Ms. Adams, seconded by Mr. Newman, the Board voted unanimously to approve the employee bonus.

Mr. Spann discussed how helpful the Georgia State University School of Social Work interns have been, particularly in handling programs that assist the residents. The interns have created a Junior Resident Council, and he has approved a monthly small stipend to the interns to assist in their costs.

Ms. Shorter discussed a recognition to an active resident for community service, in recognition of long time chair Barbara Collins. The Board had a general discussion, and the motion failed for lack of a second.

On motion of Ms. Shorter, seconded by Dr. Lovett, the Board voted unanimously to adjourn the regularly scheduled meeting at 7:16PM.