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**Housing Authority of the City of East Point, Georgia**

**Regular Meeting**

**February 27, 2018**

The Board of Commissioners (Board) of the Housing Authority of the City of East Point, GA (Authority) met on Tuesday, February 27, 2018 at 5:30 PM at 3056 Norman Berry Drive, East Point, GA, for its regular meeting. Ms. Allen called the meeting to order at 5:30PM.

Those answering the roll call were:

Ms. Allen, Dr. Lovett, Ms. Adams, Mr. Newman, and Ms. Aziz. Ms. Shorter arrived at 5:48PM.

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

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

Mr. Spann acknowledged the appointment of Ms. Deborah Aziz to the Board to fill the remainder of Mr. Tha Vin's term, and welcomed her to the Board, where her experience with other boards and Habitat for Humanity will be valuable.

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

On motion of Ms. Adams, seconded by Mr. Newman, the Board voted unanimously to approve the minutes of the regular meeting held January 30, 2018.

Mr. Spann updated the Board on the Hillcrest property: Ms. Sharon Guest and Ms. Debra Stephens from The Benoit Group joined by phone to discuss the status of the pending demolition application for the 4% tax credit. Ms. Stephens discussed the environmental testing that has been done, and Ms. Guest discussed the current tax investor market, and the construction estimate. Mr. Spann and Ms. Stephens are scheduled to meet with the City regarding permitting. Ms. Adams asked questions regarding the length of the process, and Ms. Stephens estimated 3-4 weeks for the demolition. Dr. Lovett asked questions regarding whether the demolition would be divided into phases, and Mr. Spann explained that the demolition would include all units, even though the development would be divided into two phases.

Mr. Spann updated the Board on the Martel property and the RAD conversion of Martel and Hurd properties, and Mr. Willie Beatty Sr. of The Beatty Group joined by phone. 98% of the work done for the RAD application is complete; currently the scope of work is going to the engineer for approval, and there are no legal or financial barriers to closing. The target closing date is fall of 2018, and we have 12 months to finish construction after the closing. He will update the Board before closing again. Ms. Adams asked how the EPHA chooses banks, and Mr. Spann explained that the bank has to be approved by HUD, but that The Benoit Group chooses the financial provided for the projects where they serve as the development partner.

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Mr. Spann updated the Board on the EPCEDC: The 501(C)(3) application with the IRS was approved on February 12, 2018, backdated to May 2015 when the application was filed. He and Dr. Lovett met with a representative from the Housing Development Corporation, and made a presentation re: investment strategy and requesting funding from the EPHA's non restricted funds in the amount of \$500,000.00. The Board had a general discussion regarding this loan or grant, including the amount and how it would affect the EPHA funds for other purposes. Ms. Adams asked if the information regarding the EPCEDC had been shared with the Resident Council, and Mr. Spann responded that it was shared at the meetings to review the Annual Plan. The Board generally discussed that they would require more specific information to support the request, and Ms. Adams requested that the matter be tabled until the March regular meeting, to receive additional information to support the request.

Mr. Spann updated the Board regarding the management of the Fairburn Housing Authority: The newly elected Fairburn Mayor has requested that the merged Board include 2 representatives who live in Fairburn, including 1 resident. Ms. Furin and Mr. Spann will continue to research and evaluate how the merged Board would be appointed and function.

Mr. Spann updated the Board on the PWEP: Ms. Furin clarified that there will be another Board meeting before the RAD closing, to adopt a procurement policy, and finish the Bylaw changes.

There was no Public Comment.

Ms. Allen briefly discussed that the December 2017 and January 2018 monthly agency reports were previously distributed electronically and should be reviewed by Commissioners prior to the meeting, so that only questions should be asked at the meeting. Dr. Lovett also requested that Mr. Spann include his comments on the summaries.

Ms. Allen requested an Executive Session for a personnel matter, and on motion of Ms. Aziz, seconded by Ms. Shorter, the Board voted unanimously to adjourn into Executive Session at 7:40PM.

On motion of Ms. Adams, seconded by Ms. Aziz, the Board voted unanimously to reconvene in regular meeting at 7:59PM.

On motion of Ms. Adams, seconded by Ms. Aziz, the Board voted unanimously to increase Mr. Spann's salary by 5%, to reflect their appreciation for his competency and achievements, to begin March 1, 2018. The Board generally discussed an annual Board retreat and a better way to measure the Executive Director's performance going forward.

On motion of Ms. Aziz, seconded by Dr. Lovett, the Board voted unanimously to adjourn the regularly scheduled meeting at 8:06PM.