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Housing Authority of the City of East Point, Georgia

Regular Meeting

October 29, 2019

The Board of Commissioners (Board) of the Housing Authority of the City of East Point, GA (Authority) met on Tuesday, October 29, 2019 at 5:30 PM at 3056 Norman Berry Drive, East Point, GA, for its regular meeting. All Commissioners waived notice of the meeting. The regular October meeting was moved from October 22 to October 29, and notice was published and posted as required.

Ms. Allen called the meeting to order at 5:30 PM.

Those answering the roll call were:

Ms. Allen, Ms. Adams and Ms. Aziz.

Others Present: Michael Spann, Executive Director, Garlan Furin, General Counsel, and Housing Authority employees: Tara Mobley, Luveell Porter. EPCEDC employee Ariana Wilkins and VASH participant Dennis Darnes. Mayor Deana Holiday-Ingraham, City of East Point

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

Upon motion of Ms. Aziz, seconded by Ms. Adams, the Board voted unanimously to adopt the Agenda.

On motion of Ms. Aziz, seconded by Ms. Adams, the Board voted unanimously to approve the minutes of the Annual meeting held October 2, 2019.

On motion of Ms. Aziz, seconded by Ms. Adams, the Board voted unanimously to approve the minutes of the regular meeting held October 2, 2019.

Mr. Spann updated the Board on the Hillcrest property: The General Contractor continues to make rapid progress; they are 3-4 weeks ahead of schedule, with an estimated May 2020 completion date.

Mr. Spann updated the Board on the Nelms property: The RFQ for Development Partners for the Nelms property has been published, the pre-bid meeting had 9 contractors and they have received additional responses. Ms. Adams asked if the HACEPG specifically sought out non-profit developers, and Mr. Spann explained that at least 2 responders are non-profits. Ms. Adams will try to locate a list of non-profit developers and forward it to Mr. Spann. Mr. Spann invited the Board members to participate in the bid review process as available. Mr. Spann received a final bid on fencing the property.

Mr. Spann updated the Board on the Martel property: He has a scheduled telephone conference with HUD for questions regarding the Portfolio CHAP application and how to divide the parcels. It should be turned around before the holidays. The HACEPG has been invited to participate in the Envision Center program regarding providing services to residents, in part because of our partnership with the NAACP. The other Housing Authorities are Rome, LaGrange, and Atlanta.

Mr. Spann and Ms. Wilkins welcomed special guest Mr. Dennis Darnes, a VASH participant and graduate, who

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is now a first time homebuyer through that program. He discussed his journey from being a Marine through a five-year recovery program, and thanked Ms. Wilkins, the Board, and the Authority for running the program. Mr. Spann stated that Mr. Darnes has made presentations to other FSS participants, and is part of the "Faces of HUD" interview video.

Mr. Spann welcomed Mayor Deana Holiday-Ingraham of the City of East Point, who discussed upcoming appointments to the Board, and thanked the Board for their efforts to the continuum of affordable housing in the City. She is excited about efforts to rehabilitate properties in the Grove Park and East Washington neighborhoods, and the Hillcrest Senior redevelopment. She has re-appointed every member currently on the Authority Board because they are doing good things and critical work in the neighborhood. She mentioned the Nelms RFQ being distributed to the Urban Land Institute, and mentioned that East Washington and River Park are both Opportunity Zones. Mr. Spann mentioned Mr. Gardiner's efforts to assist the Authority in redeveloping blighted areas. Ms. Allen requested that Mr. Spann forward the minutes of the Authority regular meetings to the Mayor to additionally keep her informed.

Mr. Spann discussed the EPCEDC (East Point Community and Economic Development Corporation): The Board met on October 17th, and Ms. Aziz and Ms. Rosemary Cloud were appointed to the Board. The Board also discussed the Strategic Plan and development of a comprehensive plan to turn around blighted neighborhood blocks. Ms. Aziz asked about the current mission statement of EPCEDC, and Ms. Furin stated that it was very similar to the Authority's mission statement, and that a Board meeting should be held before the end of the year to seat the new Directors.

Mr. Spann discussed the Fairburn Housing Authority: He met with the Mayor of Fairburn to discuss Board appointments and developers' interest in the area. The FHA is moving to RAD, pending input from HUD, via a Portfolio CHAP because their units are so spread out.

Mr. Spann had previously provided an update on the Rental Assistance Demonstration (RAD) program, earlier in the meeting.

Public Comment: There was no public comment.

The Board moved to Item 4.3 on the Agenda. Mr. Spann discussed adding the personnel position of Inventory Control Clerk, to control maintenance inventory for HACEPG and FHA (manage and receive deliveries, keep records). This position was recommended by the Maintenance Supervisor and the auditors would prefer it also. On motion of Ms. Adams, seconded by Ms. Aziz, the Board voted unanimously to establish the position of Inventory Control Clerk in the Maintenance Department, and the budget will be amended accordingly.

The Board moved to Item 4.4 on the Agenda, and discussed approving replacement of the Executive Director's vehicle. Ms. Aziz asked questions regarding the government purchase program, and the use of a hybrid vehicle. Ms. Mobley discussed repair issues with the current Ford Fusion vehicles. The current ED vehicle will be put into the fleet for local use. On motion of Ms. Aziz, seconded by Ms. Adams, the Board voted unanimously to approve replacement of the ED vehicle, in an amount not to exceed \$30,000.00. The budget will be amended accordingly.

The Board returned to Item 4.2 on the Agenda.

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The Monthly Agency Reports were previously distributed to the Board via the documents on the website/email. Mr. Spann briefly discussed the financial reports, and the voucher report. The Authority is allocated 505 vouchers, and currently uses 469 (this includes 50 VASH vouchers). The unused vouchers were being reserved for replacement housing for the RAD conversion, but they will now be used. Ms. Adams asked questions regarding flat rent vs. a sliding scale rent, and Mr. Spann and Ms. Furin explained that most participants (100%) choose the sliding scale rent, and discussed the definition of "family". Ms. Adams requested the existing demographic information in another format, so that she can easily respond to questions, and discussed a Community Needs Assessment to obtain grant funding.

The Board generally discussed the dates of the November regular meeting (November 19th), cancelling the December regular meeting, the date of the staff/Board holiday lunch (December 12th), and possible locations.

On motion of Ms. Adams, seconded by Ms. Aziz, the Board voted unanimously to adjourn the regularly scheduled meeting at 7:20PM.