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Housing Authority of the City of East Point, Georgia

Regular Meeting

April 26, 2022

The Board of Commissioners (Board) of the Housing Authority of the City of East Point, GA (Authority) met on Tuesday, April 26, 2022, at 5:30 PM.

The meeting was held being held under circumstances necessitated by emergency conditions involving public safety, more specifically, the public health issues created by the COVID-19/Coronavirus, so this meeting was conducted via video and audio teleconference via Zoom, in compliance with O.C.G.A. §50-14-1 (g). Public access was allowed to the meeting via the Zoom ID being posted at the HACEPG office and on the HACEPG website.

The agenda was posted at the HACEPG office and on the website.

All Commissioners waived notice of the meeting.

Ms. Bussey called the meeting to order at 5:32 PM.

Those answering the roll call were:

Dr. Lovett, Ms. Jackson, Ms. Bussey, and Mr. Frazier.

Others Present: Michael Spann, Executive Director, Garlan Furin, General Counsel, and Housing Authority employees: Tara Mobley, Luvell Porter, Debra Stephens, Rejeana Prothro, and Ariana Wilkins.

Ms. Bussey opened the meeting with a moment of silence/prayer.

Upon motion of Dr. Lovett, seconded by Ms. Jackson, the Board voted unanimously to adopt the Agenda.

On motion of Dr. Lovett, seconded by Mr. Frazier, the Board voted unanimously to approve the minutes of the regular Board meeting held March 22, 2022.

Mr. Spann updated the Board on the Martel and Hurd Public Housing properties: Ms. Stephens discussed the planned expansion of the existing HACEPG Central Office at 3056 Norman Berry Drive. A staff committee headed by Debra Stephens has received and reviewed two (2) bids, which were also reviewed by Mr. Spann, and recommends that the Board approve the award of the bid to Bryson Construction, a local East Point business. Ms. Stephens stated that the existing office was originally a warehouse/garage, and was renovated in 2006, and needs a roof repair. The renovation/expansion would mean that three separate office locations are consolidated, which Mr. Spann explained would be more efficient (sharing copier, receptionist, eliminating travel time, allowing cross training and sharing of knowledge between employees), improve employee accountability and productivity, and morale. Pursuant to our Procurement Plan and HUD requirements, staff also made an internal cost estimate. After their review of the two bids, Staff has determined that the bid from Bryson Construction is the most responsive, and their background with other projects shows their ability to perform and obtain the required surety bond. Mr. Spann showed the Board the possible internal sources of funding (Capital Funds, Development Fees, HUD Litigation funds). The

Board had a general discussion regarding the bids and the current challenges with supply chain and costs. Mr. Frazier questioned if soft costs were included in this estimate, including building permits, and Mr. Spann responded that the HACEPG has already paid for architectural, engineering, and environmental work, and that the project was still within the budget. Mr. Spann also stated that some of the finish items could be changed if there was a need to conserve funds, and Ms. Stephens discussed the design changes already made because of COVID. Ms. Bussey asked about sustainability measures and the timeline, and Ms. Stephens and Mr. Spann responded, estimating a timeline of 9 months-1 year and discussing the roof design. Dr. Lovett asked how cost overruns could be handled, and Ms. Furin and Mr. Spann responded, stating that the HACEPG has used Michael Brown as a consultant in the past for project management. The Board generally discussed supply chain and storage issues. Dr. Lovett asked how long this expansion would meet the HACEPG needs, and Mr. Spann estimated ten (10) years, and that maintenance would still be located at the warehouse. Dr. Lovett also asked about Section 3 compliance and minority ownership, and Mr. Spann responded. Mr. Spann and Ms. Stephens discussed design attributes, including a better Resident Association meeting space and a better Board Room with technology. Ms. Furin clarified that the Motion would be only to approve the bid award; the terms of the contract will be negotiated from there. Dr. Lovett asked if any employees or Commissioners had conflicts of interest, and no one responded in the affirmative. On motion of Dr. Lovett, seconded by Ms. Jackson, the Board unanimously approved the award of the RFP to Bryson Construction, in the amount of \$1,663,240.00.

Mr. Spann updated the Board on the Nelms property: Closing for the redevelopment has occurred, and demolition of 1608 Connally Drive is done. Interior demolition is in process, and we anticipate construction being completed in summer 2023.

Mr. Spann updated the Board on the Hillcrest property: The groundbreaking for Phase II and the Grand Opening for Phase I was held on April 13, 2022. A Fall 2023 construction completion date is estimated. Staff has bi-weekly meetings with Benoit and Walton Construction (who also did the construction on Hillcrest I). Banners for the Wait List for Hillcrest II are posted with a phone number to contact.

Mr. Spann updated the Board on the East Point Community & Economic Development Corporation (EPCEDC): Property details are included in the Executive Director's Report, including GICH participation and a table of the investment properties. EPCEDC is always looking for additional properties, and Mr. Spann discussed the rising housing values and rent in East Point, including the East Washington neighborhood.

Mr. Spann updated the Board on the Fairburn Housing Authority: The Board has decided to build office space and also to build more affordable units. Ms. Stephens mentioned the changes in the 4% Tax Credit program run by the Dept. of Community Affairs, making it more competitive. Mr. Spann stated that the Commissioners who attended the virtual meetings with our Congressional representatives discussed the need to fund the LIHTC program. The 2022 allocation is expected in early June.

Mr. Spann updated the Board on Norman Berry Village: EPCEDC is assisting HACEPG in exploring disposition options at the end of the 15 year compliance period – 119 senior units were developed in 2008. There are three options: to sell the property with the affordable housing restrictions in place, to buy out the Limited Partner (with or without a new partner for HACEPG), or to have the Limited Partner buy out our share. NBV will continue as affordable housing for the next 15 years. Currently the property is operating on a month-to-month basis, with One Street Management doing a good job. He and Ms. Stephens are meeting with Hunt Capital (the investment partner) and have brought the original developer/current management agent in for those discussions regarding the multiple options.

DRAFT

Public Comment: Mr. Spann confirmed that there were no public comment participants who were previously signed up present on the Zoom meeting.

The Monthly Executive Director Reports (including financial reports) were previously distributed to the Board via the documents on the website/email. Mr. Spann briefly discussed updates including the financial data: all three programs (PH, HCV, and FSS) are ahead of the budget currently. The Board generally discussed a previous loan made to EPCEDC, and Mr. Spann summarized the Hurd expenses associated with preparation for the REAC inspection. Mr. Spann summarized the HCV voucher program, including specifics on the decrease in utilization caused by participants earning more income or sharing housing, so that the Wait List will open and probably we will absorb some portable vouchers. Dr. Lovett asked questions regarding any environmental issues caused by the creosote plant across from Nelms, and Mr. Spann responded that our previous testing has shown no contamination on the Nelms property.

There was no Executive Session.

Dr. Lovett congratulated Mr. Spann, Ms. Furin, and staff for the closings of Hillcrest Phase II and the Nelms/Aya Tower redevelopment, as these construction projects have been in the works for a long time, and will create a big difference for East Point and the surrounding community.

On motion of Dr. Lovett, seconded by Ms. Jackson, the Board voted unanimously to adjourn the meeting at 7:00PM.