

DRAFT

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

**Regular Meeting**

**March 22, 2022**

The Board of Commissioners (Board) of the Housing Authority of the City of East Point, GA (Authority) met on Tuesday, March 22, 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 is being conducted via video and audio teleconference via Zoom, in compliance with O.C.G.A. §50-14-1 (g). Public access is 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. Adams called the meeting to order at 5:33 PM.

Those answering the roll call were:

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

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

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

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

Mr. Spann introduced Ms. Kimberly Walker, the HACEPG Finance Compliance Specialist for the HCV Department. The Board approved this new position in July 2021, and Ms. Walker uses the EIV tool to verify income for HCV participants. Mr. Spann shared financial reports from July 2021 and February 2022 to show the total increase of collected income to the Housing Authority from this new position – the unreported income decreased by 14%, and the number of households with unreported income was cut in half. Ms. Walker explained that she pulls the participant files, and analyzes any income discrepancies to start the collection/recapture process. Ms. Bussey asked how payments are collected, and Ms. Walker responded that based on the amount of the deficiency, she will contact the participant to discuss a Repayment Agreement, which usually requires a down payment and then 24 months to pay the balance. Ms. Bussey asked how the collected funds are used, and Mr. Spann responded that half of the collected funds go to HUD and half stay with the HACEPG, which can be used for administrative expenses or to pay Landlords on the HCV program. Dr. Lovett asked if the violations seemed to be intentional, and Ms. Walker confirmed that the majority appear to be, but usually the participants signed the Repayment Agreement or their voucher could be terminated. Ms. Adams asked if there were financial literacy classes available for the participants, and Mr. Spann and Ms. Wilkins responded that they are offered through the FSS program and to PH residents, but

DRAFT

the participation rate is low even with an incentive. The NAACP also offers classes, and hopes to resume this summer.

On motion of Mr. Jones, seconded by Ms. Bussey, the Board voted unanimously to approve the minutes of the regular Board meeting held February 22, 2022.

Mr. Spann began the updates section of the Agenda by referring the Board to his Executive Director's Report for further details.

Mr. Spann updated the Board on the Martel and Hurd Public Housing properties: Ms. Stephens discussed the ongoing modernization of 10 units at Martel and the planned office expansion. Debra Stephens is working on evaluating the responses to the RFP for the office expansion project with a team of employees. The planned expansion could renovate the existing structure from 2005 or relocate to another HACEPG location, and will include private meeting rooms and a larger meeting room that could be used for Board meetings and by the residents also. Hurd had its first REAC inspection in 3 years, and only had 3 weeks to prepare, and scored 83%, with the point deduction being caused by disconnected smoke alarms (although they had been inspected during the preparation period). The Board had a lengthy discussion regarding the smoke alarms, including education for the residents, ways to avoid the removal of the alarms, incentives and disincentives for removing smoke alarms. Ms. Jackson discussed low participation at Resident Association meetings, and the Board discussed trying to reach parents through the daycare program. Ms. Adams requested that Mr. Spann contact other Housing Authorities to seek their solutions, and Ms. Wilkins discussed past efforts of interns to increase resident involvement. The Board discussed that smoke alarms are a public safety issue.

Mr. Spann updated the Board on the Nelms property: There is a weekly meeting regarding the redevelopment with all parties, including investors. The demolition permit was received from the City of East Point today, and we hope to close on March 31, 2022, so that construction would begin in mid-April.

The Board moved to Item 5.4 on the Agenda: Ms. Furin explained that the closing for the Nelms redevelopment involves two entities created by the HACEPG specifically for this transaction: HACEPG Nelms Aya Tower Developer, LLC, to serve as Co-Developer, and HACEPG Nelms Aya Tower GP, LLC (to serve as a member with Vecino Bond Group, LLC in VG Nelms GP, LLC). The HACEPG is the sole member of the Developer entity, and that is the sole member of the GP entity. The HACEPG Resolution authorizes the entities to enter into the necessary agreements for the closing of the Nelms redevelopment transaction, and authorizes Michael Spann to sign all documents and take all actions necessary to proceed with the closing. Dr. Lovett asked questions regarding the documents involved and the compensation to the HACEPG, and Ms. Furin and Mr. Spann responded. On motion of Dr. Lovett, seconded by Ms. Jackson, the Board voted unanimously to approve the Resolution No. 22-03-02.

The Board moved back to Item 4.4 on the Agenda: Mr. Spann updated the Board on the Hillcrest property: Construction of the redevelopment of Phase II is well underway, with a planned move-in for Spring 2023. The groundbreaking for Phase II will be combined with the Grand Opening for Phase I on April 13, 2022. The Benoit Group is issuing a press release, and Mr. Spann is coordinating with the Mayor's office and East Point staff, and will also utilize the NAACP and NAHRO publicity. New MARTA kiosks have been installed at the property.

Mr. Spann updated the Board on the East Point Community & Economic Development Corporation (EPCEDC): Ms. Stephens reported that the single family home located at 1354 Gus Thornhill, Jr. Drive, East Point has been rented at market rate. Other property details are included in the Executive Director's Report.

DRAFT

Mr. Spann updated the Board on the Fairburn Housing Authority: The Board is deciding whether to lease or purchase new office space or renovate their existing office.

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. Their audit had no findings. Dr. Lovett asked if the consultant has completed a proforma for the Board to review in order to make this decision, which should be reviewed at the Strategic Planning Session, hopefully later in the spring. Mr. Spann responded that the consultant will provide their review of the options for that meeting.

Public Comment: Ms. Mobley 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: HUD has been supplementing the administrative fees to the HCV program, but that is going away. He discussed the NAHRO Funding Priorities, which the Board members can use when they participate in the NAHRO conference at the end of March, and contact our Congressional representatives. Mr. Spann briefly discussed the Financial report, and Dr. Lovett reminded the Board that it is very important for the Board to review this information as part of their oversight. The Budget was designed to be net zero/neutral, and some expenses are slightly over at this time. Martel rent has increased because more residents are working. Mr. Spann explained how Capital Funds can be used, and that the HCV bank account holds one month in reserve for HCV Landlords. He discussed the other assets, and the supplemental reports provided to the Board as part of their meeting package. Mr. Frazier asked a specific question regarding a vendor payment, and Mr. Spann responded.

Mr. Spann explained that Item 5.3 on the Agenda regarding the Pet Policy revision will be presented at the April Board meeting to the Board.

There was no Executive Session.

On motion of Dr. Lovett, seconded by Ms. Bussey, the Board voted unanimously to adjourn the meeting at 7:10PM.