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Housing Authority of the City of East Point, Georgia

Regular Meeting

November 15, 2022

The Board of Commissioners (Board) of the Housing Authority of the City of East Point, GA (Authority) met on Tuesday, November 15, 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.

Notice of the location and date change of the meeting was emailed to the Fulton County Daily Report-ALM (the legal organ of Fulton County) on November 4, 2022. The ad #629945 was entered, to be published on November 8, 2022.

Notice of the public meeting location change and necessitated circumstances for the meeting change, and the agenda was posted at the HACEPG office and on the website.

All Commissioners waived notice of the change of meeting location and date due to special circumstances.

Mr. Jones called the meeting to order at 5:32 PM.

Those answering the roll call were:

Mr. Jones, Dr. Lovett, Ms. Bussey, Mr. Frazier, and Mr. Callaway.

Others Present: Michael Spann, Executive Director, Garlan Furin, General Counsel, and Housing Authority employees: Tara Mobley, Rejeana Prothro, Luvell Porter, Debra Stephens, and Ariana Wilkins. Mr. Deron King, City Manager, and Ms. Geneasa Elias, Deputy City Manager, from the City of East Point, were also present. Blake Durham was also present.

Mr. Jones opened the meeting with a moment of silence/prayer.

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

Mr. Spann and Mr. Jones introduced Mr. Deron King and Ms. Geneasa Elias from the City Manager's office in East Point, and they provided a general update regarding development activities and initiatives in the City to the Board. Mr. Spann stated that Mr. King and Ms. Elias have been long term partners with the HACEPG when involved in redevelopment and renovation projects. Ms. Elias has recently been named the Deputy City Manager, and Mr. King has been the City Manager for 8 years. Mr. King and Ms. Elias discussed the Office of Equity, Inclusion, and Opportunity, and the four goals of inclusive housing, community engagement, industry, and equitable economic development according to the City's Equitable Growth and Inclusion Strategic Plan. As part of the inclusive housing goal, they are developing eviction prevention strategies and ordinances to benefit the community, so that they are included as part of the development process (being employed or doing business with the development). There is a

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synergy between the City and the HACEPG in these larger goals, and Mr. King and Ms. Elias will update the Board regarding this initiative. Mr. King specifically mentioned the existing City Auditorium renovation, so that it will return as an event space with 500 seats, beginning construction in February 2023. Ms. Elias specifically mentioned the Commons Development, and update the Board re: the TAD agreement with the Fulton County School Board, the planned ground breaking in 2023, and the probable relocation of the Grady clinic site. She also updated the Board on the Public Arts Program, headed by Christopher McSwain, and the many different programs and murals that he has developed in the City, including the mural that he is developing with the HACEPG and Aya Tower. Several Commissioners asked questions regarding The Commons development pieces, and Ms. Elias responded and provided details regarding streetscape improvements along East Point Street. Ms. Stephens relayed compliments for the permitting office, and Mr. Calloway and Dr. Lovett thanked Mr. King and Ms. Elias for their past efforts to partner with the HACEPG. Mr. Jones stated the importance of the City continuing to attract business and residential in all corridors, integrating the East Point downtown development with College Park and Hapeville, and continuing to provide amenities for the new East Point residents. Mr. King agreed, stating that East Point does have a synergy with College Park and Hapeville, and that the goal is to make downtown more walkable, so that residents want to stay there. Ms. Elias mentioned the City's participation in the GICH program, with Ms. Stephens participating on behalf of the HACEPG. Mr. Jones stated that any updates would be welcome, and the City's Strategic Plan would also help inform the HACEPG's Strategic Plan. Mr. King and Ms. Elias left the meeting at 6:28PM.

On motion of Ms. Bussey, seconded by Mr. Calloway, the Board voted unanimously to approve the minutes of the October 25, 2022 Regular Board meeting.

Mr. Spann updated the Board on the Martel and Hurd Public Housing properties: The renovation of 10 townhome units and a duplex in Martel; a new MARTA bus stop in Martel; and the office expansion permit process is underway. Mr. Jones asked Mr. Spann to set up tours of the renovated units. Mr. Spann stated that staff members were seeking partners for the resident turkey giveaways.

Mr. Spann updated the Board on the Aya Tower property: Construction is 55% complete, and the Wait List will open at 75% complete. Meetings for the mural project are ongoing. There is a link on the HACEPG website to the Aya Tower website for applications.

Mr. Spann updated the Board on the Hillcrest property: 3 out of 4 buildings in Phase II are up, and the project is on schedule for a September 2023 completion. The Wait List is open, and there is a link on the HACPEG website.

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. Ms. Stephens is in the process of researching additional properties for acquisition.

Mr. Spann updated the Board on the Fairburn Housing Authority: Their Board is conducting their 3 Year Strategic Planning Session.

Mr. Spann updated the Board on Norman Berry Village: There are currently two options regarding the existing partnership with Hunt Capital: Selling our interest to Hunt Capital or continuing to partner with them. Selling would result in the affordable 30% AMI units becoming 60% AMI units. Staff is continuing to evaluate our options with in house and outside counsel, to make a future recommendation to the Board regarding which option best supports our mission. MR. Callaway stated that there is a shortage of 30% AMI affordable housing, and it will get worse.

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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 for October 2022) were previously distributed to the Board via the documents on the website/email. The end of August 2022 budget is positive by \$75,000.00. Mr. Jones stated that he was exploring the specifics to utilize a Public Relations intern, and requested the Commissioners' thoughts on tasks and outcomes for the internship. Mr. Callaway stated that the Fort McPherson Development Board had an existing budget for community programming and jobs, and it would be advisable to get East Point involved in that process. Mr. Spann stated that Vecino Construction hosted a job fair on October 26 at Aya Tower for local residents.

Mr. Spann discussed scheduling the Strategic Planning Session for either January 26-27 or January 12-13, 2023. The Board discussed general details of that schedule, and using a facilitator. Mr. Spann stated that he would consult with Mayor Deana Holiday-Ingraham prior to the session, and discussed exploring further partnerships with Morehouse School of Medicine. Mr. Jones stated that Ms. Bussey is part of the Morehouse School of Medicine project team with East Point. Mr. Callaway stated that he is on the Fort McPherson Development Board, and that 110 acres is going to be developed as LIHTC housing, including public art, near the MARTA station. Dr. Lovett stated that the last strategic planning session had been conducted under a very different atmosphere in East Point, and now that the redevelopment of Hillcrest and Nelms/Aya Tower have begun, it should be very productive. Mr. Jones requested that all Commissioners review the existing 2014 Strategic Plan, and the Commissioners' Handbook previously distributed by Mr. Spann, prior to the Planning Session on January 26-27, 2023.

Mr. Frazier had to leave the meeting at 7PM.

Mr. Spann discussed Resolution 22-11-01, to authorize staff to submit the 2022 SEMAP reports to HUD. Annually, the Public Housing and Housing Choice Voucher programs internally assess that they are following the Administrative Plan, using outside contractors to determine some criteria, including housing quality inspections. Staff internally reviews files. SEMAP (Section Eight Management Assessment Program) reports then must be submitted to HUD by 11/30/22. On motion of Mr. Callaway, seconded by Dr. Lovett, the Board voted unanimously to approve Resolution 22-11-01, to authorize staff to submit the 2022 SEMAP reports to HUD electronically.

Mr. Spann discussed Resolution 22-11-02, to adopt the revised Utility Allowance Schedules for the Public Housing and Housing Choice Voucher programs effective February 1, 2023. Annually the HACEPG employs a contractor to conduct a utility cost survey in the local area. The report showed at least a 10% increase in cost, so that the HUD register requires that the HACEPG update the Utility Allowance Schedule to conform. This will affect the utility subsidy paid to residents and participants. Mr. Callaway questioned if senior residents and participants were familiar with the LIWHP and LIHP programs, and Mr. Spann stated that they were familiar with LIHP, and staff would investigate LIWHP and inform the senior residents/participants. On motion of Mr. Callaway, seconded by Dr. Lovett, the Board voted unanimously to approve Resolution 22-11-02, to revise the Utility Allowance Schedule effective February 1, 2023.

Mr. Spann presented the Annual Review of the Staff/Agency Achievements for fiscal year 10/1/21 – 9/30/22, including the following specific details:

Housing Choice Voucher program added a new Finance Compliance Specialist position, who collected repayments and improved participation in repayment agreements; landlords have online access to the Landlord Briefing program; the Recertification process was streamlined; 25 families were pulled from the Wait List, and the Wait List was purged; payment standards have increased, project based vouchers are 100% utilized; and 8 FSS

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participants graduated and their escrow accounts were disbursed to them.

Public Housing program has 96% of units occupied; has pulled 88 families from the Wait List and purged the Wait List; caught up on annual inspections; begun the conversion to paperless files; tenants have online access to a portal to pay rent; 25 units at Martel were rehabbed and 18 units were renovated; and 6 FSS participants graduated and their escrow accounts were disbursed to them.

Finance department began a vendor direct deposit payment system that saved \$18,000.00; the online public housing rent payment program is very efficient; a debit card system was begun for utility subsidies that saved \$21,000.00; the audit had no findings, and policies and procedures were developed for the online portal and vendor direct deposit systems.

Special Programs were continued and begun: Black Art in America; Tri-Cities High School; Morehouse School of Medicine; United HealthCare; 425 backpacks were distributed at the start of the school year, and summer camp completed its 10th year.

EPCEDC revenues and the number of properties were increased.

Mr. Spann discussed the annual requested employee bonus. He provided history of the bonus to the Board, and requested a total bonus amount of 5.75% of the total salary pool, to be distributed at his discretion to the employees based on tenure, performance, and their annual reviews. On motion of Mr. Callaway, seconded by Dr. Lovett, the Board voted unanimously to approve the total annual bonus amount of 5.75% of the total salary pool, to be distributed by Mr. Spann.

There was no Executive Session.

Mr. Spann reminded the Board that there would not be a regular December Board meeting, but that the Commissioners were invited to the staff holiday party and would receive an invitation.

On motion of Ms. Bussey, seconded by Mr. Callaway, the Board voted unanimously to adjourn the meeting at 7:28PM.