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

### **Regular Meeting**

**November 16, 2023**

The Board of Commissioners (Board) of the Housing Authority of the City of East Point, GA (Authority) met on Thursday, November 16, 2023, at 5:30 PM.

The change of date and location of the meeting was posted to be held at 3121 Norman Berry Drive, East Point GA 30344 (City Hall Annex), because of construction at the main office. Notice of the public meeting date, time and location change for the meeting was posted at the HACEPG office, on the website, and sent to ALM Daily Report. The agenda was posted at the HACEPG office and on the website.

All Commissioners waived notice of the change of date and location of the meeting.

Mr. Jones called the meeting to order at 5:31 PM.

Those answering the roll call were:

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

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

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

Upon motion of Ms. Bussey, seconded by Ms. Jackson, the Board voted unanimously to approve the Agenda, as amended, to begin the meeting with Item 4.3, and to proceed to Item 4.8, then to return to Old Business.

Upon motion of Ms. Jackson, seconded by Dr. Lovett, the Board voted unanimously to approve the minutes of the October 24, 2023 Regular Board meeting.

Mr. Spann discussed the 2023 SEMAP reports: The EPHA received a 94 score in 2022, and staff anticipates a 94 score or better for 2023. Ms. Fleming discussed the internal file audits that are conducted to ensure compliance with HUD rules for the Housing Choice Voucher program, which are also randomly audited in the annual EPHA agency audit. Dr. Lovett asked Ms. Fleming to explain rent payment standards, and she did so. On motion of Dr. Lovett, seconded by Ms. Jackson, the Board voted unanimously to approve Resolution No. 23-11-01, approving the submission of the 2023 SEMAP reports to HUD.

Mr. Spann discussed the annual Utility Allowance survey for the Public Housing and Housing Choice Voucher programs: the EPHA uses a third party contractor to conduct the survey regarding utility (electric and natural gas) rates in the area, and if a 10% increase has occurred, then the EPHA revises their Utility Allowance Schedules to match the new costs to the tenants and participants. Ms. Prothro explained how the higher utility costs affect a public housing tenant's rent calculation immediately, and that the changes would go into effect on February 1, 2024,

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because of the 30 day notice period required to tenants. On motion of Dr. Lovett, seconded by Ms. Jackson, the Board voted unanimously to approve Resolution No. 23-11-02, adopting the Revised Utility Allowance Schedules for the Public Housing and Housing Choice Voucher programs effective February 1, 2024.

Mr. Spann discussed the annual disposition of excess and obsolete personal property, appliances from public housing units. There were more appliances this year (63 total) because of the increased units receiving upgrades. The appliances are stripped for useable parts and the shells are disposed of for scrap value, which then goes back into the Public Housing appliance account. On motion of Dr. Lovett, seconded by Ms. Jackson, the Board voted unanimously to approve Resolution No. 23-11-03, to declare the listed property as obsolete and approve its disposition.

Mr. Spann discussed the annual write off process of uncollectible Tenants' Accounts Receivable: The amount of \$5913.54 is the lowest write off amount in 10 years, due to more tenants working, remaining COVID payments to tenants, and staff efforts to enter into Repayment Agreements and keep the tenants housed while the back debt is collected. Dr. Lovett congratulated the staff on this accomplishment. On motion of Ms. Jackson, seconded by Dr. Lovett, the Board voted unanimously to approve Resolution No. 23-11-04, to approve the write off of \$5913.54 in uncollectible bad debt.

Mr. Spann stated that Item 4.7 (Annual Review of Staff/Agency Achievements) would be postponed to a later meeting. The Board generally discussed a special meeting in December and the December 14<sup>th</sup> holiday event.

There was no Executive Session.

The Board returned to Agenda Item 3.2: Public Housing Update.

Mr. Spann updated the Board on the Martel and Hurd Public Housing properties: The central HVAC renovations at Martel are 2 months away from completion. Mitsubishi is the Rewiring America partner and the townhome units are being upgraded, but need 2 more units upgraded to complete the process. Residents are being trained on the new thermostats and HVAC equipment. Repair to the units damaged by storm/fallen trees at OJ Hurd neighborhood are completed. The RFP for replacement of lead sewer drains is in progress. Dr. Lovett asked if this included any internal lead pipes, and Mr. Spann responded that they were replaced in the 2008 redevelopment. Dr. Lovett mentioned the RAD redevelopment process, and Mr. Spann responded that before that occurs, we will fix the lead sewer drains because CHAP approval could take up to 3 years and we have the capital funds available. There will be an engineer evaluation of the 3 Hurd units damaged by fire, then we will issue an RFP for repairs, and an RFP for repairs to plumbing leaks underneath some buildings. One of the goals of the EPHA Strategic Plan is to increase the supply of affordable homes, which would lead to redevelopment of the properties that we own. Mr. Jones and Mr. Spann discussed that the Board had also agreed to develop committees among the Commissioners, to research and make recommendations back to the Board in the following areas: Development, Finance, Social Services. The committee model would provide more focus to the Board decisions. All of the committees may not be active at the same time, depending on the needs of the Board. Mr. Jones encouraged the Commissioners to consider their strengths and available time before next year, and Mr. Spann reminded the Board that the current Strategic Plan would be re-assessed in early 2024.

Mr. Spann updated the Board on the Aya Tower property: The property is at 95% completion, and move-ins are scheduled for early December 2023. Grand Opening will be rescheduled to a later date. Delays are due to demolition hitting existing water lines.

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Mr. Spann updated the Board on the Hillcrest property: The property is at 99% completion, and Certificates of Occupancy have been received for buildings I & II. The management company is accepting HCV and VASH vouchers. Move ins are occurring now. Tenants had complained about trash pickup in Hillcrest I and Mr. Spann discussed with Benoit's management company. Dr. Lovett requested a tour before the Grand Opening and the Board generally discussed public relations efforts.

Mr. Spann updated the Board on the East Point Community & Economic Development Corporation (EPCEDC): The Board will meet in November 29, 2023 for the Annual Meeting. The properties are being maintained, are managed by Debra Stephens, and one rental properties is not currently occupied. Dr. Lovett asked how much the unrestricted Enterprise Fund has grown in the past year, in case the EPCEDC Board requested more funding from the EPHA Board. Mr. Spann answered that there was an approximate balance of \$1.5Million, which could be used as gap funding for redevelopment projects, and that development fees from Aya Tower and Hillcrest II redevelopment are upcoming. Mr. Spann stated that the EPCEDC Board may request forgiveness of the current loan from the EPHA Board.

Mr. Spann updated the Board on the OffRoad Atlanta property owned by the EPHA: Mr. Spann and Ms. Stephens toured the Nourish & Bloom store in Fayette County, and it is looking to expand in underserved communities. The store is Black and Women owned, and is open 24 hours, cashless, and no employees. It would complement the mission of United Healthcare in the space.

There was no update on the Fairburn Housing Authority.

There was no update on Gateway East Point.

Mr. Spann updated the board on Norman Berry Village: The two Physical Needs Assessments were similar. Staff has scheduled meetings with Hunt Capital to review financing options for the redevelopment in November, and met with the Dept of Community Affairs regarding the 9% LIHTC program application. Staff is reviewing the Dept of Community Affairs requirements for additional gap funding. This property is an excellent candidate for 9% tax credits, but that would also include partnering with a developer. Mr. Spann and Ms. Furin discussed that the EPHA has the right to continue to work with Hunt Capital in the current structure, and that the main goal of the EPHA is to maintain the 24 affordable housing units. Staff and the Board generally discussed the previous redevelopment transactions with development partners and the potential future options/goals.

Public Comment: There were no public comment participants.

Mr. Spann discussed the Executive Director Reports, including financials through September 2023. HUD has not released \$1.2M for 2023 capital improvements yet. These capital funds would cover the main office expansion and renovations to 8 townhomes in Martel. The current balance in the Land Fund consists primarily from receipt from the sale of the Nelms House building. The NBV 5-year PH subsidy exists to fund the balance due to keep 24 units at 30% AMI rent. EPCEDC financial information will have its own financial report in the future. Dr. Lovett asked how the Board can use the Land Fund money, and Mr. Spann responded that it is restricted to the Public Housing program, including redevelopment. Dr. Lovett asked if the additional 2022 capital funds received from HUD will be spent, and Mr. Spann confirmed. Dr. Lovett asked if we were expecting future development funds, and Mr. Spann confirmed that future development funds are expected from Norman Berry Village, Hillcrest II, and Aya Tower.

On motion of Dr. Lovett, seconded by Ms. Jackson, the Board voted unanimously to adjourn the meeting at 7:03PM