

**THE HOUSING AUTHORITY OF COLUMBUS, GEORGIA**

**April 18, 2018**

**9:00 A.M.**

**Regular Meeting**

**The Commissioners of the Housing Authority of Columbus, Georgia met in regular session in Columbus, Georgia.**

**Chairman Larry Cardin called the meeting to order and on roll call the following Directors answered present:**

**Charles Alexander  
Ken Henson  
Ed Burdeshaw  
Jeanella Pendleton  
Tiffani Stacy**

**In attendance from the Housing Authority staff was Lisa Walters, Chief Operating Office, Susan McGuire, Executive Assistant, John Casteel, Chief Assisted Housing Officer, Tashee' Singleton, Director, Public Housing, Sheila Crisp, Chief Financial Officer, Sabrina Richards, Director of Housing Enterprises and Verona Campbell, Chief Real Estate Officer, Counsel Jim Clark and Counsel Jerry Watts and Media Consultant Ed Harbison.**

**INVOCATION:**

**Chairman Cardin delivered the invocation.**

**ADOPTION OF AGENDA:**

Chairman Cardin called for a motion to approve the meeting agenda as presented.

Motion for approval was made by Commissioner Stacy, seconded by Commissioner Alexander.

**APPROVAL OF MINUTES:**

The minutes of the March 21, 2018 Board meeting were presented and motion to approve was made by Commissioner Burdeshaw, seconded by Commissioner Henson. The motion unanimously approved.

**CONSIDER A RESOLUTION FOR CHARGE-OFF OF RESIDENT OR FORMER RESIDENT ACCOUNT BALANCES FOR THE MONTH ENDING MARCH 31, 2018:**

The following Resolution was introduced and duly considered:

**RESOLUTION NO. 3300**

Motion for approval was made by Commissioner Alexander and seconded by Commissioner Burdeshaw. The motion carried unanimously.

**AWARD OF CONTRACT FOR THE HACG INVESTMENT SERVICES CONTRACT:**

Ms. Crisp reported that HACG had disseminated a Request for Proposals for investment services on February 5, 2018 and the RFP was advertised in the Columbus Ledger-Enquirer. A total of ten proposals were distributed and three proposals were received.

Based upon the evaluation criteria of the proposals, HACG staff recommended and met with the HACG Audit Committee for approval that Sun Trust manage the HACG investments for a contract period of five years. The total contract period shall not exceed five years.

Motion for approval was made by Commissioner Stacy and seconded by Commissioner Alexander. The motion carried unanimously.

**RATIFY AND CONSENT OF THE BOOKER T. WASHINGTON -CHAPMAN PHASE II LOCAN EXTENSION:**

The following Resolution was introduced and duly considered:

**RESOLUTION NO. 3301**

Counsel Jim Clark and Counsel Jerry Watts presented the request for the extension of the maturity date for the project's construction loan. A modification of the loan agreement extending the loan for ninety days was executed on February 28, 2018 pursuant to authority provided by Board Resolution 3233 to execute all documents necessary for the mixed finance closing of BTW Phase II. Synovus bank has indicated that an additional extension would be approved if necessary.

Attorney Watts determined that the Board should ratify the previous resolution and consent to the loan extension.

Motion for approval was made by Commissioner Henson and seconded by Commissioner Pendleton. The motion carried unanimously.

**RAD PROGRAM MONTHLY UPDATE:**

Ms. Walters announced the final construction draw was completed and there are only small items left in the budget to draw down.

There are 150 files remaining to be uploaded to RBC and the deadline is April 30. We are currently working through all the necessary steps to receive the \$26 million capital contribution from RBC.

**GOVERNANCE COMMITTEE REPORT:**

Commissioner Burdeshaw stated that there would be a site visit on May 16, following the board meeting, of the Chase property, City Mills and the City Village area.

Commissioner Burdeshaw also stated a monthly reading packet had been distributed by Commissioner Greenman to all Board members.

**AUDIT AND FINANCE COMMITTEE REPORT:**

Commissioner Alexander stated there was no report.

**REAL ESTATE COMMITTEE REPORT:**

Commissioner Burdeshaw stated his report was included in Ms. Walters' director's report.

**EXECUTIVE DIRECTOR'S REPORT:**

Ms. Walters, Chief Operating Officer gave the report on behalf of Mr. Len Williams, Chief Executive Officer.

Ms. Walters reported that Ms. LaMee retired on April 13, 2018 and Ms. LaMee had conveyed how thankful she was to the Board for their gift to her.

Ms. Walters stated the Moving To Work site visit from HUD is scheduled for April 25, 2018.

Ms. Walters reported that she and Mr. Williams along with Sheila Crisp, John Casteel and Vincent Taylor would attend the Moving To Work conference in Washington, DC April 30-May 2, 2018. She and Mr. Williams will also attend the PHADA conference in New Orleans on May 5-9, 2018.

Ms. Walters stated there was no further information on the Wilson land easement from the City of Columbus.

Ms. Walters also reported on the occupancy for public housing at 94%, RAD at 98% and CSG Residential at 97%.

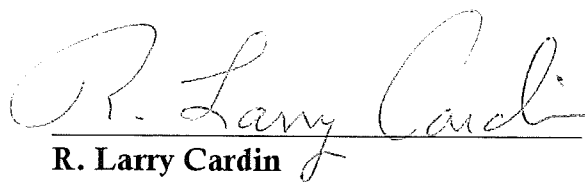
Ms. Walters stated that all HACG offices would be receiving a new telephone system, through Mitel, in the next several months that would save the agency approximately \$26,800 per year and improve the service to our customers. This contract has been procured under a state contract.

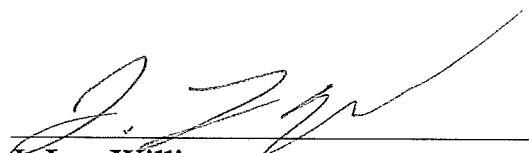
Ms. Walters recognized Ms. Singleton for the article published in The Courier newspaper.

Ms. Walters is also finishing her Certified Property Manager's certification through IREM in June and obtain her CPM designation.

**ADJOURN:**

There being no further business, motion to adjourn the meeting was made by Commissioner Henson, seconded by Commissioner Burdeshaw.

  
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R. Larry Cardin  
Chairman

  
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J. Len Williams  
Secretary-Treasurer