

November 16, 2023

**Regular Meeting of the Board of Commissioners of the
Housing Authority of the City of East Point, GA**

5:30 PM

3121 Norman Berry Drive (East Point City Annex), East Point, GA

MISSION STATEMENT

It is the mission of the East Point Housing Authority to provide and encourage the development of quality affordable housing for individuals and families while promoting self-sufficiency and neighborhood revitalization.

1. Call to Order/Roll Call

1.1 Ms. Bussey, Mr. Calloway, Mr. Frazier, Ms. Jackson, Mr. Jones, Dr. Lovett

1.2 Moment of Silence/Prayer

2. Motion to adopt the Agendas for November 16, 2023 Regular Board Meeting

Notice of the public meeting location change was emailed to the Fulton County Daily Report-ALM (the legal organ of Fulton County) on November 10, 2023 at 8:00 PM. The public meeting notice was published on 11/14/2023. The meeting location change and agendas were posted at the offices of the HACEPG and website.

All commissioners waive notice of change of location due to special circumstances.

3. Old Business

3.1 Motion to approve Minutes of the October 24, 2023 Regular Board Meeting

Comment: Minutes of the October 24, 2023 Regular Board Meeting were previously distributed.

3.2 Public Housing Update

Comment: Mr. Spann will provide an update as it relates to Martel and Hurd Homes property.

Receive comments from Mr. Spann

3.3 Aya Tower Property Update

Comment: Mr. Spann will provide an update as it relates to the Aya Tower property.

Receive comments from Mr. Spann, Ms. Stephens, and/or Mrs. Furin

3.4 Hillcrest Homes Update

Comment: Mr. Spann will provide an update as it relates to Hillcrest Homes.

Receive Comments from Mr. Spann, Ms. Stephens, and/or Mrs. Furin

3.5 East Point Community & Economic Development Corporation (EPCEDC) Update

Comment: Mr. Spann will provide an update as it relates to EPCEDC.

Receive Comments from Mr. Spann, Ms. Stephens, and/or Mrs. Furin

3.6 Norman Berry Village (NBV) Update

Comment: Mr. Spann, and staff will provide an update on Norman Berry Village.

Receive comments from Mr. Spann and/or Debra Stephens, and/or Mrs. Furin

4. New Business

4.1 Solicitation of Public Comment

Comment: Public comment will be taken according to the sign-in sheet

4.2 Executive Director Reports

Comment: Mr. Spann will provide insight and answer questions regarding financial and program reports, strategic plan updates and other agency issues. The Executive Director Report includes activity for the month of October 2023, and Financials for the month of August. All reports were previously distributed with the board package.

Receive comments from Mr. Spann

4.3 Approve Resolution 23-11-01 for the submission of the 2023 SEMAP reports to HUD

Comment: Annually, both the Public Housing program and Housing Choice Voucher program must submit Section Eight Management Assessment Program (SEMAP) reports to HUD. The SEMAP measures the performance of the public housing agencies (PHAs) that administer the Housing Choice Voucher program in 14 key areas. SEMAP helps HUD target monitoring and assistance to PHA programs that need the most improvement. The above referenced reports are prepared from the annual accumulated data for programs and are transmitted electronically to HUD.

Receive comments from Mr. Spann

4.4 Approve Resolution 23-11-02 adopting the revised Utility Allowance Schedules for the Public Housing and Housing Choice Voucher Program effective February 1, 2024

Comment: Program utility allowance surveys are done annually to determine if a 10% in utility costs to tenants has occurred. Since a utility category has changed for Public Housing and Housing Choice Voucher by at least 10%, the HUD register does require an update. The Utility Allowance Schedules must be updated and adopted.

Receive comments from Mr. Spann

4.5 Approve Resolution Number 23-11-03 Property Disposition “Write-off Appliances”

Comments: Declaring certain property to be excess and obsolete and concurring in the determination that the property has no value other than scrap value and approving the disposition of the property for cost of removal. Non-operable appliances have been stripped for useable parts and the remaining shells need to be disposed of for scrap value.

Comment: Receive comments from Mr. Spann

4.6 Approve Resolution 23-11-04 writing off bad debt (Tenants’ Accounts Receivable)

Comment: Periodically it becomes necessary to correct Public Housing tenant accounts by identifying such accounts have a high probability of being uncollected and have been turned over to collections. Original backup is attached. The Executive Director is requesting authorization to write off \$5,913.54 deemed uncollectible bad debt.

Comment: Receive comments from Mr. Spann

4.7 Annual review of Staff/Agency Achievements

Comments: The Executive Director will provide the Board of Commissioners with an overview of significant accomplishments made by EPHA staff during FY 2023; request incentive bonus.

Receive comments from Mr. Spann

4.8 Motion to enter into Executive Session

4.9 Motion to reconvene in Open Public Session

4.10 Motion to Adjourn