



June 14, 2022

Board of Commissioners Regular Meeting

BOARD OF COMMISSIONERS

Wanda Parrish, Chairwoman

Term Expires: 01/04/2024

Darrel Daise, Vice Chairman

Term Expires: 01/04/2025

Edward Gresham

Term Expires: 01/04/2026

Thomas Henry

Term Expires: 01/04/2023

Earline Wesley Davis, Executive Director



TENTATIVE AGENDA

REGULAR BOARD OF COMMISSIONERS MEETING

Tuesday, June 14, 2022, 12:15 PM

HAS Administrative Office, 1407 Wheaton Street, Building B

**MEETING CALL TO ORDER: WANDA PARRISH, CHAIRWOMAN
MOMENT OF SILENCE**

1. Consent Agenda*Wanda Parrish, Chairwoman

Recommended Action: Approve

- (A) Minutes of May 13, 2022 Postponed Regular and Annual Meetings
- (B) Financial Report
- (C) Development Services Report
- (D) Asset Management Report
- (E) Resident Services Report
- (F) Assisted Housing Programs Report

**NOTE: Items on the consent agenda will not be discussed prior to action; however, if any Commissioner believes that an item on the consent agenda requires discussion, the Commissioner may request that the item be removed from the consent agenda and placed on the regular agenda for consideration.*

2. Temporary Policy Supplement to HCV Administrative Plan for Emergency Housing Vouchers Sandy Glicken, Lead Case Manager

Recommended Action: Approve

3. GA Investments in Housing Grant Application for River Pointe II, Phase II.....Rafaella Nutini, Director of Development Services

Recommended Action: Adopt Board Resolution 06-22-01

4. July Board of Commissioners Meeting Earline Wesley Davis, Executive Director

Recommended Action: Consider cancellation of July meeting

5. Executive Director’s Report.....Earline Wesley Davis, Executive Director

6. Executive Session**Earline Wesley Davis, Executive Director

***Pursuant to O.C.G.A. § 50-14-3, the meeting may be closed to the public to discuss real estate, litigation and/or personnel matters.*

COMMENTS FROM COMMISSIONERS Wanda Parrish, Chairwoman

ADJOURNMENT Wanda Parrish, Chairwoman



Agenda Item No. 1 – *New Business* CONSENT AGENDA

RECOMMENDED ACTION:

Approve Consent Agenda

BACKGROUND:

To make efficient use of meeting time, the Board has authorized the use of a consent agenda as part of the Housing Authority’s regular meeting agenda. The consent agenda will condense the routine business of the Board into a single motion.

ANALYSIS:

Items on the consent agenda will not be discussed prior to action. However, if any Board member believes that any item on the consent agenda requires discussion, the Board member may request that the item be removed from the consent agenda and placed on the regular agenda for consideration. The following table details the consent agenda items for Tuesday’s meeting, along with the action to be accomplished by approval.

CONSENT AGENDA ITEM	TO BE ACCOMPLISHED
(A) May 13, 2022 Postponed Regular and Annual Meeting Minutes	Approve Minutes
(B) Financial Report	Receive Report
(C) Development Services Report	Receive Report
(D) Asset Management Report	Receive Report
(E) Resident Services Report	Receive Report
(F) Assisted Housing Programs Report	Receive Report

BOARD CONSIDERATION AND ACTION:

Approve Consent Agenda

Consent Agenda Item (A)

MEETING MINUTES

The proposed minutes of the May 13, 2022 postponed regular and annual meetings are presented on the following pages for approval.

The Housing Authority of Savannah is governed by a five-member Board of Commissioners, appointed by Savannah City Council to serve for five-year terms. The Board of Commissioners holds its meetings on the second Tuesday of the month.

Wanda Parrish
Chairwoman

Darrel Daise
Vice Chairman

Edward Gresham

Thomas Henry

DRAFT FOR APPROVAL

**MINUTES OF THE POSTPONED REGULAR MEETING
OF THE BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF SAVANNAH**

May 13, 2022

The Board of Commissioners of the Housing Authority of Savannah met in postponed regular session at the office of the Housing Authority of Savannah, 1407 Wheaton Street – Building B Conference Room beginning at approximately 9:00 a.m. on Friday, May 13, 2022. Vice Chairwoman Wanda Parrish called the meeting to order and upon roll call those present and absent were as follows:

Present in person:	Wanda Parrish, Vice Chairwoman Darrel Daise Thomas Henry
Present by telephone:	Edward Gresham
Absent:	None

Also present were Executive Director Earline Wesley Davis, Director of Assisted Housing Programs Lynn Coleman, Director of Finance Robert Faircloth, Director of Property Management Yolanda Fontaine, Director of Human Resources Shannell Hardwick, Director of Facilities Management Robert Marshall, Director of Development Services Rafaella Nutini, and Management Analyst Tammy Brawner. Attorney Dana Braun of Ellis, Painter, Ratterree, & Adams LLP was also in attendance.

The Vice Chairwoman opened the meeting with a moment of silence.

APPROVAL OF CONSENT AGENDA

The Consent Agenda included the minutes of the April 12, 2022 regular meeting; the Financial Services Report; Asset Management Report; Resident Services Report and Assisted Housing Programs Report. Commissioner Daise made a motion to approve the consent agenda. Commissioner Henry seconded the motion and it passed unanimously.

RESOLUTION FOR HERITAGE PLACE APARTMENTS RENOVATION

Director of Development Services Rafaella Nutini addressed the Board of Commissioners regarding Heritage Place Apartments and presented Board Resolution No. 05-22-01. Heritage Place Apartments is a multi-family residential affordable housing community located in Cuyler-Brownsville and is currently owned by Mercy Housing Georgia I, LP, with Mercy Housing serves as Managing Member.

Ms. Nutini explained that the property is in need of rehabilitation and therefore Mercy Housing plans to apply for 9% competitive Low-Income Housing Tax Credits (LIHTC) in May 2022. Ms. Nutini went over the scope of work and total cost estimate for the project. Mercy Housing has requested capital investments from the Housing Authority of Savannah (HAS) in an amount not to exceed \$1.2 million, which will be used to finance the rehabilitation of Heritage Place along with LIHTC equity.

There was some discussion, in which Ms. Nutini answered questions regarding the distribution of ADA units. Following the discussion, Commissioner Henry made a motion, seconded by Commissioner Parrish, to adopt Board Resolution No. 05-22-01. The motion passed with Commissioner Daise recusing himself from the discussion and the vote due to a conflict of interest.

ADOPTION OF SECTION 8 MANAGEMENT ASSESSMENT PROGRAM CERTIFICATION

Director of Assisted Housing Programs Lynn Coleman explained that housing authorities are graded by HUD on their Housing Choice Voucher Program's performance. By using the Section 8 Management Assessment Program (SEMAP), HUD can assess the Housing Authority's performance based on fourteen indicators that show whether or not families are being assisted according to federal regulations. This information is electronically submitted to HUD on Form HUD-52648 on an annual basis.

Ms. Coleman answered questions of the Commissioners and following the discussion, Commissioner Henry made a motion to approve the Section 8 Management Assessment Program Certification and to authorize the Vice Chairwoman and Executive Director to execute the form, and accompanying Board Resolution No. 05-22-02. Commissioner Daise seconded the motion and it was unanimously approved.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Earline Davis provided a written report to the Board.

There being no further business, and at the request of the Vice Chairwoman, Commissioner Daise made a motion, seconded by Commissioner Henry, to close the meeting.

The motion passed unanimously, with the Vice Chairwoman declaring the meeting adjourned at 9:30 a.m.

Secretary

ATTEST:

Chairwoman

Approval Date: June 14, 2022

DRAFT FOR APPROVAL

MINUTES OF THE POSTPONED ANNUAL MEETING

OF THE BOARD OF COMMISSIONERS OF THE

HOUSING AUTHORITY OF SAVANNAH

May 13, 2022

The Board of Commissioners of the Housing Authority of Savannah met in postponed annual session at the office of the Housing Authority of Savannah, 1407 Wheaton Street – Building B Conference Room beginning at approximately 9:30 a.m. on Friday, May 13, 2022. Vice Chairwoman Wanda Parrish called the meeting to order and upon roll call those present and absent were as follows:

Present in person:	Wanda Parrish, Vice Chairwoman Darrel Daise Thomas Henry
Present by telephone:	Edward Gresham
Absent:	None

Also present were Executive Director Earline Wesley Davis, Director of Assisted Housing Programs Lynn Coleman, Director of Finance Robert Faircloth, Director of Property Management Yolanda Fontaine, Director of Human Resources Shannell Hardwick, Director of Facilities Management Robert Marshall, Director of Development Services Rafaella Nutini, and Management Analyst Tammy Brawner. Attorney Dana Braun of Ellis, Painter, Ratterree, & Adams LLP was also in attendance.

ELECTION OF OFFICERS

The Vice Chairwoman stated that the election of officers was in order and called for nominations. (In accordance with the By-Laws of the Housing Authority of Savannah, the Executive Director serves as Secretary to the Board of Commissioners.)

CHAIRPERSON

Commissioner Daise nominated Wanda Parrish as Chairwoman. Commissioner Henry seconded the nomination. Nominations were then closed. Commissioner Parrish was unanimously elected as Chairwoman.

VICE CHAIRPERSON

Commissioner Henry nominated Darrel Daise as Vice Chairman. Commissioner Parrish seconded the nomination. Nominations were then closed. The vote was unanimous in the election of Commissioner Daise as Vice Chairman.

TREASURER

Commissioner Daise nominated Director of Finance Robert Faircloth to serve as Treasurer. The nomination was seconded by Commissioner Henry and Mr. Faircloth was unanimously elected.

ASSISTANT SECRETARY

Commissioner Daise nominated Management Analyst Tammy Brawner to serve as Assistant Secretary. The nomination was seconded by Commissioner Henry and Ms. Brawner was unanimously elected.

There being no further business, the Chairwoman asked for a motion to close the meeting. The motion was made and seconded by Commissioner Henry and Commissioner Daise, respectively. The motion passed unanimously, with the Chairwoman declaring the meeting adjourned at 9:36 a.m.

Secretary

ATTEST:

Chairwoman

Approval Date: June 14, 2022

Consent Agenda Item (B)

FINANCE

BUDGET-VS-ACTUAL REPORT

PERIOD ENDING 04/30/2022

NOTE: The report, as shown, is unaudited and is subject to future adjustments and posting reclassifications.

All reports are created using a template from HAS's housing software, Tenmast, except for the Section 8 Programs budgets. Due to the duality of the Section 8 Program budgets (program and operations) we have created manual reports for your review.

CENTRAL OFFICE COST CENTER (COCC) FOR YEAR TO DATE APRIL 2022

Analysis & Comments

- Total Revenue reflects a cumulative negative budget variance of \$ 70,142.
 - Capital Fund Administration fees have not yet been drawn down for posting to the COCC.
 - Miscellaneous Income for various positions salaries and benefits reimbursements have yet to be settled.
 - Totals for Actual Asset Management Fees will not be posted until the Fiscal Year End 2023 Audit is completed and HUD approved. The total received is based on each neighborhood that has “excess” cash based on a HUD required calculation that is completed at the end of the year, following the fiscal year approved audit.

- Total Operating Expenses reflect a cumulative negative budget variance of \$ 24,135.
- Fund Reports a cumulative loss of \$ 79,175, tracking over budget by \$ 94,277.

PUBLIC HOUSING (AMP) REPORTING FOR YEAR TO DATE APRIL 2022

The Housing Authority
of Savannah
Finance Department
provides this monthly
budget vs. actual report
to the Board of
Commissioners, as a tool
to track all budgets
throughout the year. The
following report is divided
into each separate fund
for the fiscal year.

Robert L. Faircloth
Director of Finance



Analysis & Comments

- Grant Revenues from Capital Funds have yet to be requested/received from HUD. Also, Capital Fund Grants related to Management Improvements may eventually occur over the course of the fiscal year or be deferred/received in a future period.

AMP 2 – Simon Frazier Homes

- Total Revenue reflects a negative cumulative budget variance of \$ 74,670.
- Total Operating Expenses reflect a negative cumulative budget variance of \$ 1,036.

Reports a cumulative loss of \$ 45,931 tracking over budget by 75,707.

AMP 3 – Pickens Patterson Terrace, Single Family Homes

- Total Revenue reflects a negative cumulative budget variance of \$ 31,563.
- Total Operating Expenses reflect a negative cumulative budget variance of \$ 39,381.

Reports a cumulative loss of \$ 74,309, tracking over budget by \$ 70,944.

AMP 4 – Horace Stillwell Towers

- Total Revenue reflects a negative cumulative budget variance of \$ 63,998.
- Total Operating Expenses reflect a negative cumulative budget variance of \$ 57,212.

Reports a cumulative loss of \$ 92,452, tracking over budget by \$ 121,210.

AMP 6 – Yamacraw Village

- Total Revenue reflects a negative cumulative budget variance of \$ 96,724.
- Total Operating Expenses reflect a positive cumulative budget variance of \$ 35,019.

Reports a cumulative loss of \$ 13,745, tracking over budget by \$ 61,705.

SCB KAYTON, LLC FOR YEAR TO DATE APRIL 2022

Analysis & Comments

- Total Revenue reflects a negative cumulative budget variance of \$ 7,899.
- Total Operating Expenses reflect a negative cumulative budget variance of \$ 18,411.

Reports a cumulative loss of \$ 7,518, tracking over budget by \$ 26,310.

Annual Replacement Reserve contributions still need to be accrued as of 04/30/2022.

LOCAL FUND FOR YEAR TO DATE APRIL 2022

Analysis & Comments

- Total Revenue reflects a negative cumulative budget variance of \$ 11,373.
 - Various Management Fees & Developers Fees related to the Veranda, River Pointe I & II, SCB Kayton, LLC & Waters at Gateway have yet to be realized and posted. Revenue Recognition and receipts will occur throughout the fiscal year.
- Total Operating Expenses reflect a positive cumulative budget variance of \$ 6,893.

Reports a cumulative profit of \$ 731, tracking over budget by \$ 4,480.

BOND FUND FOR YEAR TO DATE APRIL 2022

Analysis & Comments

- Total Revenue reflects a negative cumulative budget variance of \$ 48,289.
- The Bond Fund's primary revenue source is from the receipts of Bond Issuance Fees from private/public organizations looking to establish low income housing developments within the Chatham County area.
- Total Operating Expenses reflect a positive cumulative budget variance of \$ 376.

Reports a cumulative profit of \$ 98, tracking over budget by \$ 47,914.

HOUSING ASSISTANCE PAYMENTS PROGRAMS FOR YEAR TO DATE APRIL 2022

Housing Choice Voucher Program

- 1) The Administrative Section is reporting a cumulative loss of \$ 23,087, tracking over budget by \$ 11,030.
- 2) HAP Expenses are \$ 1,965,484 year to date. The Program Section is reporting a cumulative profit of \$ 47,533. Program Revenues minus Program HAP Costs are expected to break even by fiscal year end.

Shelter Plus Care Program

- 1) The Administrative Section is reporting a cumulative profit of \$ 2,327, tracking under budget by \$ 1,756.
- 2) HAP Expenses are \$ 80,600 year to date. The Shelter Plus Care Grant Program refunds HAS for its Program Housing Assistance Payments dollar for dollar; therefore, HAS expects to receive reimbursement through a requisition process with HUD throughout the year.

Single Room Occupancy

- 1) The Administrative Section is reporting a cumulative loss of \$ 1,418, reflecting a negative budget variance of \$ 1,201.
- 2) HAP Expenses are \$ 5,915 year to date. The Program Section is reporting a cumulative loss of \$ 5,915. At the end of each fiscal year, the Single Room Occupancy Program uses a Year End Settlement (YES) that determines whether the authority is to refund HUD or HUD is to refund the authority based on the subsidy received from HUD as compared to the authority's Housing Assistance Payments expensed during the fiscal year; therefore, the calculated net of program revenue and expenses will net to -0- once the YES calculation is completed.

FYE 2023 Analysis of Unrestricted & Restricted Net Assets
 Supplemental Report to the Monthly Budget vs Actual Financial Report

Reporting Month: April-22

	COCC		Public Housing						SCB Kayton, LLC	Local Fund	Local Bond Fund
	Frazier Homes	Patterson and Single Family Homes	Stillwell Towers	Yamacraw Village	AMP 2	AMP 3	AMP 4	AMP 6			
Year to Date Administrative Profit/(Loss)	(79,175)	(45,931)	(74,309)	(92,452)	(13,745)	(7,518)	731			98	
Fiscal Year 2022 Unaudited Ending Balance for Unrestricted Net Position:	(9,212)	1,353,957	(10,904)	2,008,825	1,376,613	1,789,644	4,574,309			3,459,926	
Year to Date Balance of Unrestricted Net Position:	(88,387)	1,308,026	(85,213)	1,916,374	1,362,868	1,782,126	4,575,040			3,460,023	

FYE 2023 Analysis of Unrestricted & Restricted Net Assets
 Supplemental Report to the Monthly Budget vs Actual Financial Report

Reporting Month: April-22

HAP Fund

	Housing Choice Voucher Program	Admin Section	Shelter Plus Care Program	Admin Section	Single Room Occupancy Program	Admin Section
Year to Date Administrative Profit/(Loss)	(23,087)		2,327		(1,418)	
Fiscal Year 2021 Unaudited Ending Balance for Unrestricted Net Position:	1,709,984		1,208,360		210,535	
Year to Date Balance of Unrestricted Net Position:	1,686,897		1,210,688		209,117	
Year to Date Section 8 Programs Profit/(Loss)	0	Program Section	0	Program Section	0	Program Section
Fiscal Year 2021 Unaudited Ending Balance for Unrestricted Net Position:	0		0		0	
Year to Date Balance of Restricted Net Position. Shortages will be requested from HUD Held Reserves.	0		0		0	
Year to Date Profit/(Loss) Combined Total for all Section 8 Activities:	(23,087)		2,327		(1,418)	

HOUSING AUTHORITY OF SAVANNAH, GA
Funds : 250 - CENTRAL OFFICE COST CENTER
For April 2022
FDS Budget vs Actual - Summary

	This Month Actual	This Month Budget	Variance - Better (Worse)	Year-To-Date Actual	Year- To-Date Budget	Variance - Better (Worse)
Revenue						
Total Tenant Revenue	0	0	0	0	0	0
Total Grant Revenue	0	54,035	(54,035)	0	54,035	(54,035)
Total Investment Revenue - Unrestricted	147	16	131	147	16	131
Total Investment Revenue - Restricted	0	0	0	0	0	0
Total Other Revenue	0	8,331	(8,331)	0	8,331	(8,331)
Total Management Fee Revenue	81,040	81,999	(959)	81,040	81,999	(959)
Total Bookkeeping Fee Revenue	28,103	28,181	(79)	28,103	28,181	(79)
Total Asset Management Fee Revenue	0	6,870	(6,870)	0	6,870	(6,870)
Total Admin Fee Revenue	0	0	0	0	0	0
Total Revenue	109,290	179,432	(70,142)	109,290	179,432	(70,142)
Expenses						
Total Administrative	158,953	146,690	(12,263)	158,953	146,690	(12,263)
Total Tenant Services	0	0	0	0	0	0
Total Utilities	4,683	2,942	(1,741)	4,683	2,942	(1,741)
Total Ordinary Maintenance & Operation	17,741	5,187	(12,554)	17,741	5,187	(12,554)
Total Protective Services	891	360	(531)	891	360	(531)
Total Insurance Premiums	5,115	4,853	(262)	5,115	4,853	(262)
Total General Expenses	1,083	4,298	(3,216)	1,083	4,298	(3,216)
Total Interest Expense and Amortization	0	0	0	0	0	0
Total Operating Expenses	188,465	164,330	(24,135)	188,465	164,330	(24,135)
Excess Operating Revenue Over Operating Expenses	(79,175)	15,102	(94,277)	(79,175)	15,102	(94,277)
Total Depreciation and Amortization	0	0	0	0	0	0
Total Housing Assistance Payments	0	0	0	0	0	0
Total Other Expenses	0	0	0	0	0	0
Total Other Financing Sources (Uses)	0	0	0	0	0	0
Excess (Deficiency) of Revenue Over Expenditures	(79,175)	15,102	(94,277)	(79,175)	15,102	(94,277)
Total Asset Purchases	0	792	792	0	792	792

HOUSING AUTHORITY OF SAVANNAH, GA
 Funds : 011 - Simon Frazier Homes
 For April 2022
 FDS Budget vs Actual - Summary

	This Month Actual	This Month Budget	Variance - Better (Worse)	Year-To-Date Actual	Year- To-Date Budget	Variance - Better (Worse)
Revenue						
Total Tenant Revenue	37,635	34,796	2,839	37,635	34,796	2,839
Total Grant Revenue	85,146	163,651	(78,505)	85,146	163,651	(78,505)
Total Investment Revenue - Unrestricted	94	81	13	94	81	13
Total Investment Revenue - Restricted	0	0	0	0	0	0
Total Other Revenue	2,706	1,722	984	2,706	1,722	984
Total Management Fee Revenue	0	0	0	0	0	0
Total Bookkeeping Fee Revenue	0	0	0	0	0	0
Total Asset Management Fee Revenue	0	0	0	0	0	0
Total Fees-For-Service Revenue	0	0	0	0	0	0
Total Revenue	125,580	200,250	(74,670)	125,580	200,250	(74,670)
Expenses						
Total Administrative	84,648	62,445	(22,203)	84,648	62,445	(22,203)
Total Tenant Services	0	1,482	1,482	0	1,482	1,482
Total Utilities	9,144	14,717	5,573	9,144	14,717	5,573
Total Ordinary Maintenance & Operation	70,142	73,149	3,007	70,142	73,149	3,007
Total Protective Services	133	95	(38)	133	95	(38)
Total Insurance Premiums	7,444	9,204	1,760	7,444	9,204	1,760
Total General Expenses	0	9,383	9,383	0	9,383	9,383
Total Interest Expense and Amortization	0	0	0	0	0	0
Total Operating Expenses	171,511	170,475	(1,036)	171,511	170,475	(1,036)
Excess Operating Revenue Over Operating Expenses	(45,931)	29,775	(75,705)	(45,931)	29,775	(75,707)
Total Depreciation and Amortization	0	0	0	0	0	0
Total Housing Assistance Payments	0	0	0	0	0	0
Total Other Expenses	0	0	0	0	0	0
Total Other Financing Sources (Uses)	0	0	0	0	0	0
Excess (Deficiency) of Revenue Over Expenditures	(45,931)	29,775	(75,705)	(45,931)	29,775	(75,707)
Total Asset Purchases	41	31,684	31,643	41	31,684	31,643

HOUSING AUTHORITY OF SAVANNAH, GA
 Funds : 016 - Patterson Terrace Homes, 017 - Single Family Homes
 For April 2022
 FDS Budget vs Actual - Summary

	This Month Actual	This Month Budget	Variance - Better (Worse)	Year-To-Date Actual	Year-To-Date Budget	Variance - Better (Worse)
Revenue						
Total Tenant Revenue	41,446	34,928	6,518	41,446	34,928	6,518
Total Grant Revenue	27,741	63,178	(35,437)	27,741	63,178	(35,437)
Total Investment Revenue - Unrestricted	59	881	(822)	59	881	(822)
Total Investment Revenue - Restricted	0	0	0	0	0	0
Total Other Revenue	550	2,372	(1,822)	550	2,372	(1,822)
Total Management Fee Revenue	0	0	0	0	0	0
Total Bookkeeping Fee Revenue	0	0	0	0	0	0
Total Asset Management Fee Revenue	0	0	0	0	0	0
Total Fees-For-Service Revenue	0	0	0	0	0	0
Total Revenue	69,796	101,359	(31,563)	69,796	101,359	(31,563)
Expenses						
Total Administrative	93,529	34,505	(59,024)	93,529	34,505	(59,024)
Total Tenant Services	0	3,349	3,349	0	3,349	3,349
Total Utilities	1,294	4,029	2,735	1,294	4,029	2,735
Total Ordinary Maintenance & Operation	42,078	46,512	4,434	42,078	46,512	4,434
Total Protective Services	153	62	(91)	153	62	(91)
Total Insurance Premiums	7,051	8,852	1,801	7,051	8,852	1,801
Total General Expenses	0	7,415	7,415	0	7,415	7,415
Total Interest Expense and Amortization	0	0	0	0	0	0
Total Operating Expenses	144,105	104,724	(39,381)	144,105	104,724	(39,381)
Excess Operating Revenue Over Operating Expenses	(74,309)	(3,365)	(70,944)	(74,309)	(3,365)	(70,944)
Total Depreciation and Amortization	0	0	0	0	0	0
Total Housing Assistance Payments	0	0	0	0	0	0
Total Other Expenses	0	494	494	0	494	494
Total Other Financing Sources (Uses)	0	(20,471)	(20,471)	0	(20,471)	(20,471)
Excess (Deficiency) of Revenue Over Expenditures	(74,309)	16,612	(90,921)	(74,309)	16,612	(90,921)
Total Asset Purchases	44	17,443	17,399	44	17,443	17,399

HOUSING AUTHORITY OF SAVANNAH, GA
 Funds : 008 - Horace Stillwell Towers
 For April 2022
 FDS Budget vs Actual - Summary

	This Month Actual	This Month Budget	Variance - Better (Worse)	Year-To-Date Actual	Year-To-Date Budget	Variance - Better (Worse)
Revenue						
Total Tenant Revenue	39,491	37,725	1,766	39,491	37,725	1,766
Total Grant Revenue	49,774	72,511	(22,737)	49,774	72,511	(22,737)
Total Investment Revenue - Unrestricted	61	28	33	61	28	33
Total Investment Revenue - Restricted	0	0	0	0	0	0
Total Other Revenue	124	43,185	(43,061)	124	43,185	(43,061)
Total Management Fee Revenue	0	0	0	0	0	0
Total Bookkeeping Fee Revenue	0	0	0	0	0	0
Total Asset Management Fee Revenue	0	0	0	0	0	0
Total Fees-For-Service Revenue	0	0	0	0	0	0
Total Revenue	89,451	153,449	(63,998)	89,451	153,449	(63,998)
Expenses						
Total Administrative	66,494	29,393	(37,101)	66,494	29,393	(37,101)
Total Tenant Services	4,757	6,223	1,466	4,757	6,223	1,466
Total Utilities	7,132	11,163	4,031	7,132	11,163	4,031
Total Ordinary Maintenance & Operation	84,876	57,123	(27,753)	84,876	57,123	(27,753)
Total Protective Services	11,597	7,613	(3,984)	11,597	7,613	(3,984)
Total Insurance Premiums	7,047	4,213	(2,834)	7,047	4,213	(2,834)
Total General Expenses	0	8,962	8,962	0	8,962	8,962
Total Interest Expense and Amortization	0	0	0	0	0	0
Total Operating Expenses	181,902	124,690	(57,212)	181,902	124,690	(57,212)
Excess Operating Revenue Over Operating Expenses	(92,452)	28,759	(121,211)	(92,452)	28,759	(121,210)
Total Depreciation and Amortization	0	0	0	0	0	0
Total Housing Assistance Payments	0	0	0	0	0	0
Total Other Expenses	0	0	0	0	0	0
Total Other Financing Sources (Uses)	0	13,740	13,740	0	13,740	13,740
Excess (Deficiency) of Revenue Over Expenditures	(92,452)	15,019	(107,471)	(92,452)	15,019	(107,470)
Total Asset Purchases	520	11,514	10,994	520	11,514	10,994

HOUSING AUTHORITY OF SAVANNAH, GA
 Funds : 002 - Yamacraw Village
 For April 2022
 FDS Budget vs Actual - Summary

	This Month Actual	This Month Budget	Variance - Better (Worse)	Year-To-Date Actual	Year- To-Date Budget	Variance - Better (Worse)
Revenue						
Total Tenant Revenue	35,815	33,869	1,946	35,815	33,869	1,946
Total Grant Revenue	123,791	215,303	(91,512)	123,791	215,303	(91,512)
Total Investment Revenue - Unrestricted	221	100	121	221	100	121
Total Investment Revenue - Restricted	0	0	0	0	0	0
Total Other Revenue	6,898	14,177	(7,279)	6,898	14,177	(7,279)
Total Management Fee Revenue	0	0	0	0	0	0
Total Bookkeeping Fee Revenue	0	0	0	0	0	0
Total Asset Management Fee Revenue	0	0	0	0	0	0
Total Fees-For-Service Revenue	0	0	0	0	0	0
Total Revenue	166,725	263,449	(96,724)	166,725	263,449	(96,724)
Expenses						
Total Administrative	87,054	61,855	(25,199)	87,054	61,855	(25,199)
Total Tenant Services	1,933	3,955	2,022	1,933	3,955	2,022
Total Utilities	6,227	16,032	9,805	6,227	16,032	9,805
Total Ordinary Maintenance & Operation	73,659	110,520	36,861	73,659	110,520	36,861
Total Protective Services	158	52	(106)	158	52	(106)
Total Insurance Premiums	11,440	11,087	(353)	11,440	11,087	(353)
Total General Expenses	0	11,988	11,988	0	11,988	11,988
Total Interest Expense and Amortization	0	0	0	0	0	0
Total Operating Expenses	180,470	215,489	35,019	180,470	215,489	35,019
Excess Operating Revenue Over Operating Expenses	(13,745)	47,960	(61,705)	(13,745)	47,960	(61,705)
Total Depreciation and Amortization	0	0	0	0	0	0
Total Housing Assistance Payments	0	0	0	0	0	0
Total Other Expenses	0	0	0	0	0	0
Total Other Financing Sources (Uses)	0	7,529	7,529	0	7,529	7,529
Excess (Deficiency) of Revenue Over Expenditures	(13,745)	40,431	(54,176)	(13,745)	40,431	(54,176)
Total Asset Purchases	89	38,971	38,882	89	38,971	38,882

HOUSING AUTHORITY OF SAVANNAH, GA
 Funds : 810 - SCB Kayton
 For April 2022
 FDS Budget vs Actual - Summary

	This Month Actual	This Month Budget	Variance - Better (Worse)	Year-To-Date Actual	Year-To-Date Budget	Variance - Better (Worse)
Revenue						
Total Tenant Revenue	17,100	19,870	(2,770)	17,100	19,870	(2,770)
Total Grant Revenue	52,771	57,579	(4,808)	52,771	57,579	(4,808)
Total Investment Revenue - Unrestricted	4	4	0	4	4	0
Total Investment Revenue - Restricted	0	0	0	0	0	0
Total Other Revenue	450	771	(321)	450	771	(321)
Total Management Fee Revenue	0	0	0	0	0	0
Total Bookkeeping Fee Revenue	0	0	0	0	0	0
Total Asset Management Fee Revenue	0	0	0	0	0	0
Total Fees-For-Service Revenue	0	0	0	0	0	0
Total Revenue	70,325	78,224	(7,899)	70,325	78,224	(7,899)
Expenses						
Total Administrative	46,868	25,130	(21,738)	46,868	25,130	(21,738)
Total Tenant Services	998	1,209	211	998	1,209	211
Total Utilities	3,584	3,999	415	3,584	3,999	415
Total Ordinary Maintenance & Operation	20,515	23,276	2,761	20,515	23,276	2,761
Total Protective Services	86	80	(6)	86	80	(6)
Total Insurance Premiums	5,793	5,122	(671)	5,793	5,122	(671)
Total General Expenses	0	616	616	0	616	616
Total Interest Expense and Amortization	0	0	0	0	0	0
Total Operating Expenses	77,843	59,432	(18,411)	77,843	59,432	(18,411)
Excess Operating Revenue Over Operating Expenses	(7,519)	18,792	(26,310)	(7,518)	18,792	(26,310)
Total Depreciation and Amortization	0	0	0	0	0	0
Total Housing Assistance Payments	0	0	0	0	0	0
Total Other Expenses	0	0	0	0	0	0
Total Other Financing Sources (Uses)	0	0	0	0	0	0
Excess (Deficiency) of Revenue Over Expenditures	(7,519)	18,792	(26,310)	(7,518)	18,792	(26,310)
Total Asset Purchases	26	379	353	26	379	353

HOUSING AUTHORITY OF SAVANNAH, GA
 Funds : 400 - Local Fund
 For April 2022
 FDS Budget vs Actual - Summary

	This Month Actual	This Month Budget	Variance - Better (Worse)	Year-To-Date Actual	Year- To-Date Budget	Variance - Better (Worse)
Revenue						
Total Tenant Revenue	0	0	0	0	0	0
Total Grant Revenue	0	0	0	0	0	0
Total Investment Revenue - Unrestricted	49,940	51,668	(1,728)	49,940	51,668	(1,728)
Total Investment Revenue - Restricted	0	0	0	0	0	0
Total Other Revenue	28,035	37,680	(9,645)	28,035	37,680	(9,645)
Total Management Fee Revenue	0	0	0	0	0	0
Total Bookkeeping Fee Revenue	0	0	0	0	0	0
Total Asset Management Fee Revenue	0	0	0	0	0	0
Total Fees-For-Service Revenue	0	0	0	0	0	0
Total Revenue	77,975	89,348	(11,373)	77,975	89,348	(11,373)
Expenses						
Total Administrative	71,790	78,301	6,511	71,790	78,301	6,511
Total Tenant Services	0	333	333	0	333	333
Total Utilities	0	629	629	0	629	629
Total Ordinary Maintenance & Operation	5,080	4,063	(1,017)	5,080	4,063	(1,017)
Total Protective Services	0	38	38	0	38	38
Total Insurance Premiums	375	315	(60)	375	315	(60)
Total General Expenses	0	458	458	0	458	458
Total Interest Expense and Amortization	0	0	0	0	0	0
Total Operating Expenses	77,244	84,137	6,893	77,244	84,137	6,893
Excess Operating Revenue Over Operating Expenses	731	5,211	(4,480)	731	5,211	(4,480)
Total Depreciation and Amortization	0	0	0	0	0	0
Total Housing Assistance Payments	0	0	0	0	0	0
Total Other Expenses	0	0	0	0	0	0
Total Other Financing Sources (Uses)	0	0	0	0	0	0
Excess (Deficiency) of Revenue Over Expenditures	731	5,211	(4,480)	731	5,211	(4,480)
Total Asset Purchases	0	2,708	2,708	0	2,708	2,708

HOUSING AUTHORITY OF SAVANNAH, GA
 Funds : 500 - Bond Fund
 For April 2022
 FDS Budget vs Actual - Summary

	This Month Actual	This Month Budget	Variance - Better (Worse)	Year-To-Date Actual	Year-To-Date Budget	Variance - Better (Worse)
Revenue						
Total Tenant Revenue	0	0	0	0	0	0
Total Grant Revenue	0	0	0	0	0	0
Total Investment Revenue - Unrestricted	174	677	(503)	174	677	(503)
Total Investment Revenue - Restricted	0	0	0	0	0	0
Total Other Revenue	0	47,786	(47,786)	0	47,786	(47,786)
Total Management Fee Revenue	0	0	0	0	0	0
Total Bookkeeping Fee Revenue	0	0	0	0	0	0
Total Asset Management Fee Revenue	0	0	0	0	0	0
Total Fees-For-Service Revenue	0	0	0	0	0	0
Total Revenue	174	48,463	(48,289)	174	48,463	(48,289)
Expenses						
Total Administrative	76	452	376	76	452	376
Total Tenant Services	0	0	0	0	0	0
Total Utilities	0	0	0	0	0	0
Total Ordinary Maintenance & Operation	0	0	0	0	0	0
Total Protective Services	0	0	0	0	0	0
Total Insurance Premiums	0	0	0	0	0	0
Total General Expenses	0	0	0	0	0	0
Total Interest Expense and Amortization	0	0	0	0	0	0
Total Operating Expenses	76	452	376	76	452	376
Excess Operating Revenue Over Operating Expenses	97	48,011	(47,914)	98	48,011	(47,914)
Total Depreciation and Amortization	0	0	0	0	0	0
Total Housing Assistance Payments	0	0	0	0	0	0
Total Other Expenses	0	0	0	0	0	0
Total Other Financing Sources (Uses)	0	0	0	0	0	0
Excess (Deficiency) of Revenue Over Expenditures	97	48,011	(47,914)	98	48,011	(47,914)
Total Asset Purchases	0	0	0	0	0	0

HOUSING AUTHORITY OF SAVANNAH, GA
 Funds : 360 - Housing Choice Voucher
 For April 2022
 FDS Budget vs Actual - Summary

Administrative						
	This Month Actual	This Month Budget	Variance - Better (Worse)	Year-To-Date Actual	Year-To-Date Budget	Variance - Better (Worse)
Revenue						
HUD OPER GRNT: FSS Coordinator Receipts	0	14,385	(14,385)	0	14,385	(14,385)
HUD OPER SUBS: HCV ADMIN FEE	193,621	182,450	11,171	193,621	182,450	11,171
Homeownership Admin Fees	0	117	(117)	0	117	(117)
INVSTMT INC-UNRESTRICTED	468	33	435	468	33	435
FRAUD- Admin	0	375	(375)	0	375	(375)
Misc Income Account	0	0	0	0	0	0
Total Revenue	194,089	197,360	(3,271)	194,089	197,360	(3,271)
Expenses						
Total Administrative	210,513	197,041	(13,472)	210,513	197,041	(13,472)
Total Tenant Services	0	0	0	0	0	0
Total Utilities	309	252	(57)	309	252	(57)
Total Ordinary Maintenance & Operation	1,140	7,708	6,568	1,140	7,708	6,568
Total Protective Services	0	252	252	0	252	252
Total Insurance Premiums	4,214	4,164	(50)	4,214	4,164	(50)
Total General Expenses	999	0	(999)	999	0	(999)
Total Interest Expense and Amortization	0	0	0	0	0	0
Total Operating Expenses	217,176	209,417	(7,759)	217,176	209,417	(7,759)
Excess Operating Revenue Over Operating Expenses	(23,087)	(12,057)	(11,030)	(23,087)	(12,057)	(11,030)

HOUSING AUTHORITY OF SAVANNAH, GA
 Funds : 360 - Housing Choice Voucher
 For April 2022
 FDS Budget vs Actual - Summary

PROGRAM						
	This Month Actual	This Month Budget	Variance - Better (Worse)	Year-To-Date Actual	Year-To-Date Budget	Variance - Better (Worse)
Revenue						
HUD OPER GRNTS: HCV	2,008,873	1,945,269	63,604	2,008,873	1,945,269	63,604
FRAUD-HAP	0	375	(375)	0	375	(375)
FSS Forfeiture Income	4,144	1,421	2,723	4,144	1,421	2,723
Total Revenue	2,013,017	1,947,065	65,952	2,013,017	1,947,065	65,952
Expenses						
Total Depreciation and Amortization	0	0	0	0	0	0
Total Housing Assistance Payments	1,965,484	1,946,673	(18,811)	1,965,484	1,946,672	(18,812)
Total Other Expenses	0	0	0	0	0	0
Total Expenses	1,965,484	1,946,673	(18,811)	1,965,484	1,946,673	(18,812)
Total Other Financing Sources (Uses)	0	0	0	0	0	0
Excess (Deficiency) of Revenue Over Expenditures	47,533	392	47,141	47,533	392	47,140
Total Asset Purchases	0	0	0	0	0	0

HOUSING AUTHORITY OF SAVANNAH, GA
 Funds : 363 - Shelter Plus Care
 For April 2022
 FDS Budget vs Actual - Summary

Administrative						
	This Month Actual	This Month Budget	Variance - Better (Worse)	Year-To-Date Actual	Year- To-Date Budget	Variance - Better (Worse)
Revenue						
ADMIN FEE INCOME: SPC	5,328	5,813	(485)	5,328	5,813	(485)
INVTMT INC-UNRESTRICTED	39	-	39	39	-	39
Total Revenue	5,367	5,813	(446)	5,367	5,813	(446)
Expenses						
Total Administrative	3,040	5,242	2,202	3,040	5,242	2,202
Total Tenant Services	-	-	-	-	-	-
Total Utilities	-	-	-	-	-	-
Total Ordinary Maintenance & Operation	-	-	-	-	-	-
Total Protective Services	-	-	-	-	-	-
Total Insurance Premiums	-	-	-	-	-	-
Total General Expenses	-	-	-	-	-	-
Total Interest Expense and Amortization	-	-	-	-	-	-
Total Operating Expenses	3,040	5,242	2,202	3,040	5,242	2,202
Excess Operating Revenue Over Operating Expenses	2,326	571	1,756	2,327	571	1,756

HOUSING AUTHORITY OF SAVANNAH, GA
 Funds : 363 - Shelter Plus Care
 For April 2022
 FDS Budget vs Actual - Summary

PROGRAM						
	This Month Actual	This Month Budget	Variance - Better (Worse)	Year-To-Date Actual	Year- To-Date Budget	Variance - Better (Worse)
Revenue						
HUD OPER SUBS: SHELTER PLUS CARE GRANTS	76,119	(83,022)	159,141	76,119	83,022	(6,903)
Total Revenue	<u>76,119</u>	<u>(83,022)</u>	<u>159,141</u>	<u>76,119</u>	<u>83,022</u>	<u>(6,903)</u>
Expenses						
Total Depreciation and Amortization	0	0	0	0	0	0
Total Housing Assistance Payments	80,600	83,022	2,422	80,600	83,022	2,422
Total Other Expenses	0	0	0	0	0	0
Total Expenses	<u>80,600</u>	<u>83,022</u>	<u>2,422</u>	<u>80,600</u>	<u>83,022</u>	<u>2,422</u>
Total Other Financing Sources (Uses)	0	0	0	0	0	0
Excess (Deficiency) of Revenue Over Expenditures	<u>(4,481)</u>	<u>(166,044)</u>	<u>161,563</u>	<u>(4,481)</u>	<u>0</u>	<u>(4,481)</u>
Total Asset Purchases	0	0	0	0	0	-

HOUSING AUTHORITY OF SAVANNAH, GA
 Funds : 370 - Single Room Occupancy Fund
 For April 2022
 FDS Budget vs Actual - Summary

Administrative						
	This Month Actual	This Month Budget	Variance - Better (Worse)	Year-To-Date Actual	Year- To-Date Budget	Variance - Better (Worse)
Revenue						
HUD OPER SUBS: SRO ADMIN FEE	0	1,470	(1,470)	0	1,470	(1,470)
INVTMT INC-UNRESTRICTED	80	255	(175)	80	255	(175)
MISC INC (MISC SOURCES)	0	294	(294)	0	294	(294)
Total Revenue	80	2,019	(1,939)	80	2,019	(1,939)
Expenses						
Total Administrative	1,378	2,184	806	1,378	2,184	806
Total Tenant Services	0	0	0	0	0	0
Total Utilities	3	7	4	3	7	4
Total Ordinary Maintenance & Operation	11	15	4	11	15	4
Total Protective Services	0	2	2	0	2	2
Total Insurance Premiums	105	28	(77)	91	28	(63)
Total General Expenses	14	0	(14)	14	0	(14)
Total Interest Expense and Amortization	0	0	0	0	0	0
Total Operating Expenses	1,512	2,236	724	1,498	2,236	738
Excess Operating Revenue Over Operating Expenses	(1,432)	(217)	(1,215)	(1,418)	(217)	(1,201)

HOUSING AUTHORITY OF SAVANNAH, GA
 Funds : 370 - Single Room Occupancy Fund
 For April 2022
 FDS Budget vs Actual - Summary

PROGRAM						
	This Month Actual	This Month Budget	Year-To-Date Actual	Year- To-Date Budget	Variance - Better (Worse)	Variance - Better (Worse)
Revenue						
HUD OPER SUBS: SRO	0	5,180	0	5,180	(5,180)	(5,180)
Total Revenue	<u>0</u>	<u>5,180</u>	<u>0</u>	<u>5,180</u>	<u>(5,180)</u>	<u>(5,180)</u>
Expenses						
Total Depreciation and Amortization	0	0	0	0	0	0
Total Housing Assistance Payments	5,915	5,180	5,915	5,180	(735)	(735)
Total Other Expenses	0	0	0	0	0	0
Total Expenses	<u>5,915</u>	<u>5,180</u>	<u>5,915</u>	<u>5,180</u>	<u>(735)</u>	<u>(735)</u>
Total Other Financing Sources (Uses)	0	0	0	0	0	0
Excess (Deficiency) of Revenue Over Expenditures	<u>(5,915)</u>	<u>0</u>	<u>(5,915)</u>	<u>0</u>	<u>(5,915)</u>	<u>(5,915)</u>
Total Asset Purchases	0	0	0	0	0	-

Consent Agenda Item (C)

DEVELOPMENT SERVICES

Milestones for the year are reflected in Appendix I as a 2022 proposed timeline.

I. Planning Activities

CAPITAL FUND PROGRAM FIVE-YEAR ACTION PLAN (2019 – 2023)

The Board of Commissioners of the Housing Authority of Savannah (“HAS”) approved the Capital Fund Five-Year Action Plan in **January 2020**. The plan, which is based on the results of the 2019 Capital Needs Assessment (“CNA”), was electronically submitted to the U.S. Department of Housing and Urban Development (“HUD”) through the Energy Performance and Information Center (“EPIC”), and was approved by HUD on **September 2020**. The Plan outlines how HAS intends to utilize capital fund grants to cover expenses related to the administration, management, and physical preservation of public housing properties.

Capital Fund Grants Improvement Initiatives

As identified in the 2019 CNA, below are a listing of capital work activities we have recently implemented;

Patterson Terrace: Soils Evaluation

As identified in the “Repositioning Plan” discussed below, the Patterson Terrace community is more likely to be a candidate for a Rental Assistance Demonstration (RAD) conversion. As noted in the 2019 Capital Needs Assessment, HAS planned to engage an entity to perform a soils study at this property. At the time of the CNA, site erosion had been observed as well as sidewalk upheavals throughout the property, caused mainly by tree roots. Approximately ten years ago, HAS had engaged Ram-Jack to provide enhancements to some foundations due to apparently unstable soil conditions. Recently discovered were additional cracks in slabs that extend the width of the unit and up exterior walls.

In conjunction with the geo-technical firm engaged by Lott+Naugle Architects, soil borings at various depths and locations on the property have been performed.

The Development Services function of the Housing Authority of Savannah (HAS) seeks to improve and optimize HAS real estate assets through inspired consultation and effective collaboration with HAS staff, public and private partners, residents, and community stakeholders. This summary highlights significant current and planned initiatives.

Rafaella Nutini
Director of
Development Services

Robert Marshall
Director of
Facilities Management

Selena Kelly
Compliance Manager

Brandi Lewis
Real Estate Project
Manager

A final report based on the collected data and subsequent analysis has been submitted, with preliminary recommendations offered, to assist in determining if we may expect future settlement concerns and the severity of such.

Our in-house team is studying repositioning options for this property. Additionally, occupied units are being addressed as needed.

Stillwell Towers: Elevator Assessment

This project consists of having Lott+Naugle Architects provide an assessment of the three existing elevators in this building, to determine the need for another modernization. A specialized elevator consultant that could inspect the elevator system, and who can provide an analysis of what needs to be repaired performed these services.

Even though the investigation by the elevator consultant indicated elevators still had a number of years remaining related to the expected useful life of the elevator system, we have contacted several elevator companies and discussed with them the scope of services for possible total modernization of the elevators systems. We are currently assessing the proposals received from these entities.

Frazier Homes: Mechanical, Electrical & Plumbing (MEP) Upgrades Package

This project consists of having Lott+Naugle Architects prepare documentation as identified in the CNA, to provide design, permitting/bidding, and construction services to replace the exterior lighting / electrical components, as described below at all existing buildings at this property.

- Building Exterior Site Lighting; repair/replacement of light sensors for the breezeway lights, relocate breaker box to a minimally accessible location higher on the building;
- Unit Outdoor Lights; replace breezeway lights with energy efficient fixtures with durable/vandal resistant lens covers.

The team has completed the Construction Documents and an initial cost estimate. This invitation-to-bid solicitation package was released in late March, with bids now to be received in early June.

PUBLIC HOUSING REPOSITIONING PLAN

On June 9, 2020, the HAS's Board of Commissioners adopted a Resolution authorizing the Authority to take all actions necessary to advance the Public Housing Repositioning Plan ("Plan"). The plan is a result of the 2019 Capital Needs Assessment ("CNA") that identified immediate and future physical work necessary to maintain the properties over a period of twenty years. The extensive analysis of the CNA results conducted by HAS were presented to the Board of Commissioners in three Workshop sessions that were held between December 2019 and May 2020.

Yamacraw Village Section 18 Application (Demolition and Disposition)

Although HAS's goal has been to preserve public housing units and improve their condition, the cost estimates provided by the CNA have also been used to identify properties where repair costs are beyond what the Public Housing Program can fund. Yamacraw Village, a property constructed in 1941, was found by the CNA analysis to be obsolete, and eligible to be demolished. For this reason, HAS is currently preparing a Section 18 (Demolition and Disposition) application for Yamacraw Village. As part of the application process, from October 5 to November 5, 2020, and also on February 23, 2022, HAS conducted a total of 44 meetings with residents, which were invited in small groups to allow implementation of Centers for Disease Control and Prevention ("CDC") social distancing guidelines. Besides information on the consultation process with residents, the Section 18 application for Yamacraw Village will also contain evidence of local government support, a current property appraisal, evidence of consultation with the Georgia Historic Preservation Office, and Environmental Studies, among other documents. The Phase II Environmental Assessment completed on July 15, 2021, identified an underground storage tank (UST) on site. Its removal was completed on September 21, 2021, and samples of adjacent soil and ground water were sent to the laboratory for screening. Results do not indicate contamination above threshold levels, therefore, there are no further actions recommended. The reports produced by the aforementioned Environmental Assessments were combined with documents associated with tribal and historic preservation consultation to form a complete Environmental Review Records (ERR) packet that was made available for public comment between **January 28 and February 11, 2022**. Following the public comment period, the City of Savannah as Responsible Entity under 24 CFR 58, submitted to HUD on **March 9, 2022**, a final Environmental Certification (Finding of No Significant Impact and form 7015.15, Request for Release of Funds). On **May 18, 2022**, After reviewing the ERR for the property, HUD issued a letter requesting an executed Memorandum of Agreement (MOA) directly between the City and the State Historic Preservation Office (SHPO) that may include results of new archeological investigation for the site. The application for Demolition / Disposition of Yamacraw Village will be submitted to HUD's Special Application Center ("SAC") only after the City of Savannah had time to revise and publish a new ERR packet for Yamacraw Village, and after HUD issues form 7015.16 (Authorization to Use Grant Funds).

Rental Assistance Demonstration Program (RAD)

The Rental Assistance Demonstration Program (RAD) is a powerful tool created by HUD to enable public housing agencies to leverage public and private funding to preserve housing affordability and ensure the capital needs of public housing properties are met. The Housing Authority of Savannah (HAS) has been an active participant in the RAD program and has converted a total of 350 public housing units into Section 8 Project-Based Rental Assistance (PBRA) units and a total of 330 public housing units into Section 8 Project-Based Voucher (PBV) units between April 2016 and May 2019. Table 1 shows all converted units that are owned, managed, or have assistance administered by HAS, as of April 2022.

RAD Properties

	Total # Units	Total RAD Units	Closing date (HAP)	Effective IY
River Pointe I	206	206	06/30/16	Jul-16
River Pointe II	74	74	06/30/16	Jul-16
The View at Oglethorpe I	72	34	04/29/16	May-16
The View at Oglethorpe II	100	36	12/27/16	Jan-17
Kayton Homes	164	163	03/30/18	May-19
Sustainable Fellwood I	110	40	11/30/18	Dec-18
Sustainable Fellwood II	110	40	05/30/19	Jun-19
Sustainable Fellwood III	100	20	10/31/18	Nov-18
Ashley Midtown I	168	67	02/15/19	Mar-19

 **680**

Table I: RAD Units

RAD is one of the repositioning tools included in the Master Repositioning Plan approved in June 2020. The Plan is based on the 2019 Capital Needs Assessment results, and repositioning tools were recommended in accordance to Section 18, Section 32, and RAD eligibility criteria. Contingent upon authorization by the Board of Commissioners, Section 18 (demolition / disposition) applications will be submitted by HAS staff for eligible properties, as well as RAD applications.

II. NEW DEVELOPMENT / PRE-DEVELOPMENT

East Savannah Gateway Revitalization

The East Savannah Gateway Transformation Plan, accepted by HUD and adopted by the City of Savannah in 2014, was the result of a Choice Neighborhoods Planning Grant and an extensive and collaborative planning process between HAS and key stakeholders, such as community organizations, local government officials and neighborhood residents. This planning process had been initiated in 2010 with the demolition of the former Hitch Village and the subsequent opportunity for infill development on the vacant land. After building 172 new mixed-income units on the former Hitch Village site (“The View at Oglethorpe”) and rehabilitating 280 units on the former Wessels and Blackshear Homes sites (“River Pointe”), HAS continues to promote community revitalization efforts along the Wheaton Street Corridor.

2019 Master Development Plan

Nine (9) acres of undeveloped land at River Pointe and sixteen (16) acres of undeveloped land at The View at Oglethorpe (collectively, “The East Savannah Gateway” sites) are the subject of a master planning effort between HAS and its development partner, Hunt Development Group. Five (5) different future development phases are planned for these acres, as established by the Master Development Agreement executed in **July 2019**.

River Pointe II Phase II

Planned to contain 53 mixed-income units and several amenities, River Pointe II Phase II is the next phase of development, close to the Wheaton Street and Waters Avenue intersection.

In a Special Board Meeting held on May 8, 2019, the Board of Commissioners approved a predevelopment loan from HAS to River Pointe II Phase II, LLC in the amount of \$378,895. To date, a total of **\$134,292** have been lent by HAS to cover part of the predevelopment costs incurred by the Owner, leaving a loan balance of \$244,603.

On **May 20, 2021**, the development team submitted an application to the Georgia Department of Community Affairs (DCA) aiming to finance River Pointe II Phase II utilizing 9% Low-Income Housing Tax-Credits (LIHTC). Unfortunately, on **November 8, 2021**, HAS was informed that River Pointe II Phase II had not been selected for funding. An appeal was submitted to DCA on December 14, 2021, and denied on **January 10, 2022**; therefore, the development team is currently analyzing other funding opportunities.

The View at Oglethorpe Phase III

The second development in the pipeline is the third phase of The View at Oglethorpe, planned to contain approximately 104 mixed-income units and a retail component (mixed-use) on 6.5 acres of land east of E. Broad Street, north of Oglethorpe Avenue, and south of President Street. Also included in the plan is the widening of the tree lined Oglethorpe Boulevard, a collaborative effort with the City of Savannah, as the development team seeks to improve walkability, connectivity, and traffic flow between East Savannah and the Historic District. Coordination with key stakeholders and local government has been strongly required to ensure the timely completion of public infrastructure work. The development team has identified an opportunity to finance The View at Oglethorpe Phase III utilizing a blend of 4% LIHTC, bonds, and HOME funds. The application process for 4% LIHTC has been temporarily suspended by DCA, and is expected to be re-opened in the fall of 2022, when the development team plans to apply. In the meantime, the development team has been working on the site plan, establishing the right mix of residential and commercial initiatives that will promote holistic community development.

In a Regular Board Meeting held on December 8, 2020, the Board of Commissioners approved a predevelopment loan from HAS to The View at Oglethorpe Phase III, LLC in an amount not to exceed \$595,847. To date, **\$16,409** have been disbursed by HAS, leaving a loan balance of \$579,438.

Early Learning and Recreation Centers

In 2016, HAS began to participate in meetings with a local Advisory Committee for Purpose Built Communities, a non-profit organization formed in 2009 with the intent to redevelop communities following a holistic model that utilizes a blend of mixed-income housing, cradle-to-college education, and community wellness. The aforementioned Advisory Committee later became East Savannah United, a not-for profit organization. After several meetings with the organization, HAS identified an opportunity to implement the revitalization model in the East

Savannah Gateway, and plans were initiated for construction and operations of an Early Learning Center (ELC) on approximately 9 acres of the Robert Hitch Village site. The ELC was approved in 2019 to be funded with SPLOST (Special Purpose Local Option Sales Tax) by the City of Savannah and Chatham County, being expected to provide enrichment programs that will serve children 0 to 3 years of age. A County-funded library is forecasted to be included in the same building of approximately 17,000 sq. ft. On January 26, 2022, HUD approved HAS request to lease approximately 9 acres of former Hitch Village land to Chatham County for development of educational and recreational facilities. The lease, approved by the Board of Commissioners and executed on **March 8, 2022**, authorized the County to sublet areas of the site to non-profit entities for the development and operations of other facilities that will provide services to residents of HAS owned and/or managed properties. As of June 2022, Goodwill Excel Center, YMCA, and Boys and Girls Club are being considered as partners in the plan to develop and operate on site a separate building of approximately 42,500 sq. ft.

III. Financing and Construction Activities

Between **December 2017 and November 2021**, The Housing Authority of Savannah issued bonds¹ that supported either the new construction or renovation of income-restricted units in Savannah². A summary of these recent bond deals is provided by Table 2 below:

	Financial closing	Deal type	Total n° of income-restricted units	Total development cost	Total HAS Bond amount	% construction completion (as of June 2022)	Construction completion
Woodlands at Montgomery	December 2017	New construction	246	\$36.7 mi	\$28.5 mi	<u>100%</u>	February 2020
Waters at Gateway	April 2018	New construction	270	\$36 mi	\$23 mi	<u>100%</u>	January 2020
Preserve at Chatham Parkway	August 2018	New construction	144	\$24.5 mi	\$13.5 mi	<u>100%</u>	November 2019
Westlake Apartments	February 2019	Renovation	100	N/A	\$21.5 mi	<u>100%</u>	December 2019
Ponderosa Forest	April 2020	Renovation	56	\$13.2 mi	\$11 mi	<u>100%</u>	October 2020
SNAP	November 2020	Renovation	233	\$66.5 mi	\$56 mi	<u>100%</u>	Fall 2021
Ogeechee Place	April 2021	New construction	204	\$41.2 mi	\$22 mi	<u>44%</u>	Fall 2022 (forecasted)
Savannah Summit	November 2021	Renovation	138	\$32.2 mi	\$15.4	<u>30%</u>	Spring 2023 (forecasted)
Totals			1,391 units		\$ 190.9 million in bonds		

Table 2: 2017 – 2021 HAS-issued bonds

IV. Lease-up and Stabilization Phase

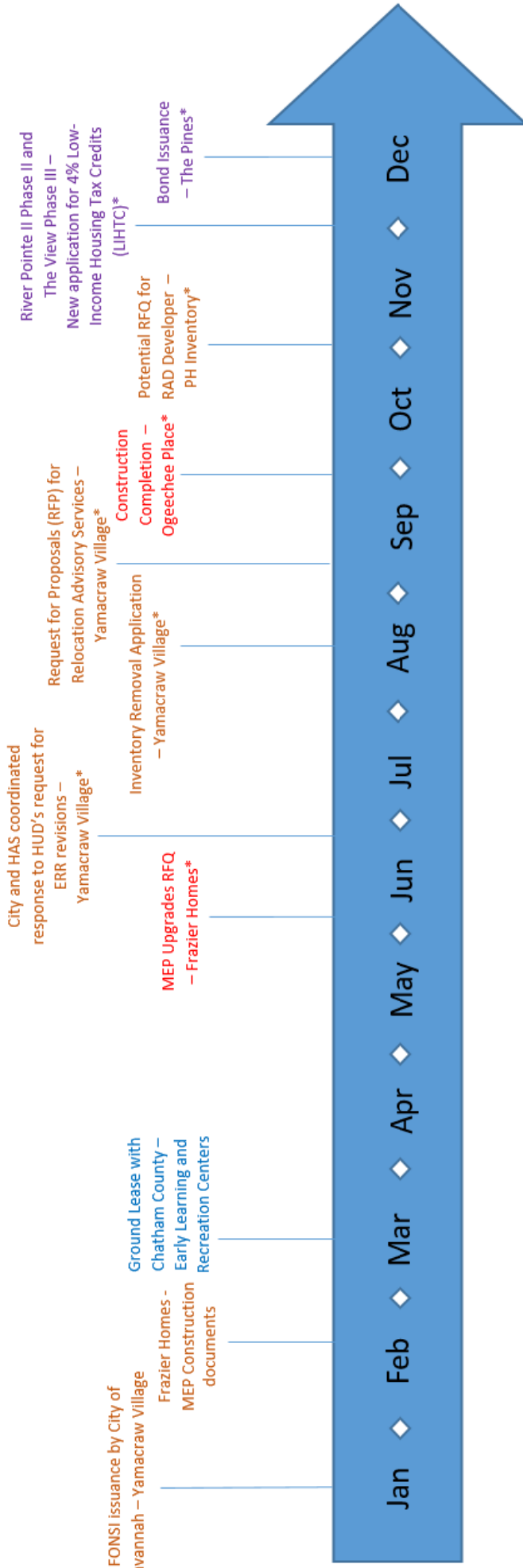
All properties that have completed Lease-up and Stabilization³ are operational, being therefore included in the Asset Management Report.

Notes:

1. The term "Bonds" includes tax-exempt loans.
2. Bonds issued by HAS outside its jurisdiction are not included in Table 2.
3. Stabilization (Rental Achievement): Date in which a Development has attained some minimum financial and occupancy criteria, for three consecutive months

Appendix I

2022 Timeline



- Planning Activities
- Financing Activities
- Construction Phase
- Lease-up / Stabilization Phase (pre-Rental Achievement)
- RAD and other matters

*Forecasted dates

Consent Agenda Item (D)

ASSET MANAGEMENT

PUBLIC HOUSING

OCCUPANCY BRIEFINGS AND WORKSHOPS

There were Sixty-six (66) scheduled eligibility interviews in May 2022. Ten (10) applicants and/or residents were housed and/or transferred in this month.

Occupancy Technicians are continuing to process applications to determine eligibility and conduct eligibility interviews by telephone.

EVICCTIONS/MOVE-OUTS

The following table provides a breakdown of the number of evictions as well as other move outs that took place during the past three months and the reason for those evictions and move outs.

	May	April	March	TOTAL
Abandoned Unit	0	0	1	1
Non Payment of Rent	1	4	2	7
Criminal Activity	0	0	0	0
Other Lease Violations	0	0	0	0
Other Move outs	3	9	12	24
Section 8	0	2	0	2
TOTAL	4	15	15	34

OCCUPANCY REPORT

The attached report provides a breakdown of the occupancy rates by neighborhood.

The Housing Authority of Savannah (HAS) owns and operates five conventional public housing properties. HAS also has an ownership interest in or sponsors several tax credit properties, three of which are co-managed by HAS. Asset Management strives to operate and preserve HAS real estate assets with a high level of operational efficiency, while also complying with a broad array of affordable housing requirements.

Elizabeth Richardson

Asset Manager
Yamacraw Village

Angela Capers

Asset Manager
Horace Stillwell Towers
Pickens Patterson Terrace
Single Family Homes

Inez Green

Asset Manager
Simon Frazier Homes
Herbert Kayton Homes

Angela Heyward

Asset Manager
River Pointe I and II

Jessica Brown

Property Manager
The View at Oglethorpe I and II

PROJECT-BASED SECTION 8 HAS – OWNED

HERBERT KAYTON HOMES

- As of **May 25, 2022**, Kayton Homes was 65% occupied.
- Lease-up of units has been guided through a site-based waiting list and briefings with applicants.

LOW INCOME HOUSING TAX CREDIT (HAS – MANAGED)

Properties will be added to this section after Rental Achievement/Stabilization¹.

THE VIEW AT OGLETHORPE

Multiple phases of new construction are planned for the former Robert Hitch Village site. To date, two phases have closed on financing.

Phase I

Phase I consists of 72 units, of which, 34 are RAD units transferred from the former Wessels and Blackshear sites. Phase I is 90% affordable with 15 market-rate units. As of **May 25, 2022**, 88.89% of units were occupied.

Phase II

Phase II consists of 100 units, of which, 36 are RAD units transferred from the former Wessels and Blackshear sites. Phase II is 80% affordable with 20 market-rate units. After attaining certain occupancy and financial standards, Phase II reached Rental Achievement¹ in February 2019. As of **May 25, 2022**, 94% of units were occupied.

RIVER POINTE COMMUNITY

The financial closing for the redevelopment of the former Fred Wessels Homes (Wessels) and Edgar Blackshear Homes (Blackshear) occurred on June 30, 2016. The new community consists of 280 RAD Project-Based Rental Assistance (PBRA) units. As of May 25, **2022**, River Pointe was 97% occupied.

HAS-ASSISTED

SUSTAINABLE FELLWOOD

- Phases I, II and III of Sustainable Fellwood had a total of one hundred (100) conventional public housing units converting through RAD between November 2018 and May 2019. These units currently receive project-based voucher assistance.

ASHLEY MIDTOWN

- Sixty-seven (67) former public housing units at Phase I of Ashley Midtown have received project-based voucher assistance since their conversion through RAD on February 14, 2019.

Notes:

Stabilization (Rental Achievement): Date in which a Development has attained some minimum financial and occupancy criteria, for three consecutive months.

Delinquent Accounts

PH Neighborhoods	Delinquent Accounts
Frazier Homes	30
Patterson Terrace	4
Single Family Homes	3
Stillwell Towers	4
Yamacraw Village	26
Total	67

**CONVENTIONAL PUBLIC HOUSING
VACANCY - OCCUPANCY REPORT
AS OF MAY 31, 2022**

Neighborhood	Total Units	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR	Total Vacancies	Occupancy	Released to Rent	Unrentable	Make Ready
Yamacraw Village	315	0	7	37	37	0	0	81	74.29%	6	1	74
Horace Stillwell Towers	211	0	14	0	0	0	0	14	93.36%	2	2	10
Simon Frazier Homes	236	0	0	2	3	0	2	7	97.03%	3	0	4
Pickens Patterson Terrace	76	0	2	7	3	0	0	12	84.21%	0	3	9
Single Family Homes	60	0	0	0	1	1	0	2	96.67%	2	0	0
Total Number of HAS-Managed Units	898	0	23	46	44	1	2	116	87.08%	13	6	97

* Ashley Midtown II has twenty public housing ACC units, nineteen of which are currently occupied. With the Ashley II units, HAS's traditional public housing portfolio includes 918 units.

Consent Agenda Item (E)

RESIDENT SERVICES

Homeownership Program

The Homeownership Program will host an informational workshop on the mortgage lending preapproval process on June 21, 2022, at 10 AM. The seminar will be facilitated by Ms. Victoria Washington, Assistant Vice President & Community Mortgage Specialist with Truist Bank. Attendees will learn how to qualify for a home mortgage. They will also gain a better understanding of mortgage FICO scores and tips to improve their credit worthiness.

New Homeowners

The Homeownership Program would like to congratulate our newest homeowners:

A family of one purchased a 3 bed, 1 bath home in Garden City on April 27, 2022. The purchase price for the home was \$199,000.

A family of three purchased a 3 bed, 3 bath home in the Savannah area on May 11, 2022. The purchase price for the home was \$220,000.



Springing Into Community Center Activities at Stillwell Towers

The community center at Stillwell Towers has re-opened with activities hosted on Mondays, Wednesdays and Fridays from 9:00 AM-3:00 PM. COVID-19 precautions remain in place. All center participants are required to wear face masks and practice social distancing. Community partners and presenters are also asked to complete temperature checks, wear face masks and to employ social distancing whenever possible.

The Housing Authority of Savannah Resident Services Department continues to provide educational, employment and enrichment activities through a variety of community partnerships.



ROSS Coordinator
Brenda Pollen



DaShawna Kea
HOPE VI CSS Coordinator



Paprice Simmons
PH FSS Coordinator

During the pandemic, the Resident Services staff successfully provided virtual and outdoor activities for the residents of public housing. However, the tenants of Stillwell Towers are excited that the community center is now open and offering indoor activities that include informative sessions that support efforts to improve their health and well-being. The center also employs strategies designed to promote independent lifestyles and raise awareness regarding issues facing older adults and persons with disabilities. Services include but are not limited to our “Coffee and Conversation,” group discussions and activities that promote social, physical and cognitive skills. The residents also enjoy music, food, fun, and board games. Socializing has proven to be a powerful way to enhance the quality of life for our senior and disabled residents.



Consent Agenda Item (F)

HOUSING CHOICE VOUCHER PROGRAM

As of May 1, 2022, the total leased vouchers are 2,337 and 270 were issued, for a total of 2,607 committed. Also, additional vouchers were issued after May 1st for these programs:

- 1 for SPC
- 0 for Mod Rehab
- 69 for Vouchers
- 1 for VASH
- 0 for PBV
- 0 for RAD

We are still processing the applicants from April 29th. On June 10th, we plan on mailing 653 second appointment letters and approximately 700 first appointment letters to applicants requesting them to provide documents by July 1st to enable us to determine their eligibility for the HCV Program.

	No. Allocated 05/01/2022	No. Committed 03/01/2022	No. Committed 04/01/2022	No. Committed 05/01/2022	No. Available
SPC	112	119	119	118	-6
Mod Rehab	20	18	20	20	0
Vouchers	2718	2577	2623	2607	111
Portables	-	29	28	29	
VASH	137	125	123	123	14
HCV PBV	271	260	263	263	8
RADPBV	330	254	260	261	69
TOTAL	3588	3353	3408	3392	196

NUMBER ON WAITING LIST: 5,925

The Housing Choice Voucher Program allows housing authorities to assist families to obtain rental housing from private property owners. Housing can be apartments, houses, townhomes or duplexes. The Shelter Plus Care Program provides vouchers to people who are homeless and meet at least one of three other criteria: HIV/AIDS, chronic mental disability, and/or substance abuse. The Moderate Rehabilitation Program provides housing to homeless men at Duffy Street (Single Room Occupancy). Portables are vouchers in which the participant has moved from our jurisdiction to another area within the US and HAS is paying their assistance to another housing authority. For utilization purposes, they are counted as ours and included in the "Vouchers" total. The VASH vouchers combine HCV rental assistance for homeless veterans with case management and clinical services provided by the Department of Veterans Affairs at its medical centers. The local VA refers eligible VASH families to HAS. The project based allocations are to assist elderly participants at the Veranda (89), Rose of Sharon (100) and Sustainable Fellwood III (44) as well as mentally disabled at Sustainable Fellwood I (6) plus (32) at Sustainable Fellwood II. The RAD PBV allocations are the converted public housing units at Kayton Homes (163), Sustainable Fellwood I (40), Sustainable Fellwood II (40), Sustainable Fellwood III (20) & Ashley Midtown I (67). As of July 1, 2021, the Housing Authority of Savannah has been approved to administer 3,588 allocations.

Lynn Coleman
Director of
Assisted Housing Programs

Norda Robinson
Family Self-Sufficiency Coordinator

Sandy Glick
Lead Case Manager



Agenda Item No. 2 – *New Business* **TEMPORARY POLICY SUPPLEMENT TO** **HOUSING CHOICE VOUCHER** **ADMINISTRATIVE PLAN FOR EMERGENCY HOUSING** **VOUCHERS**

RECOMMENDED ACTION:

Receive for consideration and adoption.

BACKGROUND:

On March 11, 2021, President Biden signed the American Rescue Plan Act of 2021 (ARP). Section 3202 of the ARP appropriated \$5 billion for the creation, administration and renewal of new incremental emergency housing vouchers (EHVs) and other eligible expenses related to COVID-19.

On May 5, 2021, HUD issued Notice PIH 2021-15, which described HUD's process for allocating approximately 70,000 EHV's to eligible PHAs and set forth the operating requirements for PHAs who administer them. Based on criteria outlined in the notice, HUD notified eligible PHAs of the number of EHV's allocated to their agency, and PHAs were able to accept or decline the invitation.

In order to be eligible for an EHV, an individual or family must meet one of four eligibility criteria:

- 1) Homeless as defined in 24 CFR 578.3;
- 2) At risk of homelessness as defined in 24 CFR 578.3;
- 3) Fleeing or attempting to flee domestic violence, dating violence, sexual assault, stalking (as defined in Notice PIH 2021-15), or human trafficking (as defined in the 22 U.S.C. Section 7102; or
- 4) Recently homeless and for whom providing rental assistance will prevent the family's homelessness or having high risk of housing instability as determined by the Continuum of Care (CoC) or its designee in accordance with the definition in Notice PIH 2021-15.
- 5) PHAs that accept an allocation of EHV's are required to enter into a Memorandum of Understanding (MOU) with the CoC to establish a partnership for the administration of EHV's. The primary responsibility of the CoC is to make direct referrals of qualifying individuals and families to the PHA.

The ARP provides that after September 30, 2023, a PHA may not reissue the EHV when assistance for an assisted family ends. This means that when an EHV participant leaves the program for any reason, the PHA may not reissue that EHV to another family unless it does so no later than September 30, 2023.

ANALYSIS:

Effective July 1, 2021, the Housing Authority of Savannah accepted 53 EHV's. On July 20, 2021, a MOU was executed by HAS and Chatham Savannah Authority for the Homeless (CSAH) who is the lead agency for the CoC. Recipients of EHV funds are required to address various elements of the EHV program in their administrative plans. As such, a draft Temporary Policy Supplement (TPS) to the Administrative Plan has been created and attached for review, discussion and possible adoption. The proposed EHV Temporary Policy Supplement (TPS) only addresses areas that are exceptions to the Housing Choice Voucher policies.

COMMENTS:

The current Administrative Plan was approved August 2021. The proposed revisions are attached for your review and will be discussed at the June 14, 2022 Board Meeting.

LEGAL CONSIDERATIONS:

All policies and procedures of the Administrative Plan are in accordance with HUD guidelines and federal regulations.

FINANCIAL CONSIDERATIONS:

None

BOARD CONSIDERATION AND ACTION:

Receive for consideration and adoption.

The Housing Authority of Savannah (HAS)
Temporary Policy Supplement (TPS)
EMERGENCY HOUSING VOUCHERS (EHVs)

INTRODUCTION

On March 11, 2021, President Biden signed the American Rescue Plan Act of 2021 (ARP) (P.L. 117-2). Section 3202 of the ARP appropriated \$5 billion for the creation, administration, and renewal of new incremental emergency housing vouchers (EHVs) and other eligible expenses related to COVID-19.

On May 5, 2021, HUD issued Notice PIH 2021-15, which described HUD's process for allocating approximately 70,000 EHVs to eligible PHAs and set forth the operating requirements for PHAs who administer them. Based on criteria outlined in the notice, HUD notified eligible PHAs of the number of EHVs allocated to their agency, and PHAs were able to accept or decline the invitation to participate in the program.

PHAs may not project-base EHVs; EHVs are exclusively tenant-based assistance.

All applicable nondiscrimination and equal opportunity requirements apply to the EHV program, including requirements that the PHA grant reasonable accommodations to persons with disabilities, effectively communicate with persons with disabilities, and ensure meaningful access for persons with limited English proficiency (LEP).

This chapter describes HUD regulations and PHA policies for administering EHVs. The policies outlined in this chapter are organized into seven sections, as follows:

Part I: Funding

Part II: Partnering Agencies

Part III: Waiting List Management

Part IV: Family Eligibility

Part V: Housing Search and Leasing

Part VI: Use of Funds, Reporting, and Financial Records

Except as addressed by this chapter and as required under federal statute and HUD requirements, the general requirements of the HCV program apply to EHVs.

PART I: FUNDING

TPS-I.A. FUNDING OVERVIEW

The American Rescue Plan Act of 2021 (ARP) provides administrative fees and funding for the costs of administering emergency housing vouchers (EHVs) and other eligible expenses defined in Notice PIH 2021-15. These fees may only be used for EHV administration and other eligible expenses and must not be used for or applied to other PHA programs or vouchers. The PHA must maintain separate financial records from its regular HCV funding for all EHV funding.

Housing Assistance Payments (HAP) Funding

ARP funding obligated to the PHA as housing assistance payments (HAP) funding may only be used for eligible EHV HAP expenses (i.e., rental assistance payments). EHV HAP funding may not be used for EHV administrative expenses or for the eligible uses under the EHV services fee.

The initial funding term will expire December 31, 2022. HUD will provide renewal funding to the PHA for the EHVs on a calendar year (CY) basis commencing with CY 2023. The renewal funding allocation will be based on the PHA's actual EHV HAP costs in leasing, similar to the renewal process for the regular HCV program. EHV renewal funding is not part of the annual HCV renewal funding formula; EHVs are renewed separately from the regular HCV program. All renewal funding for the duration of the EHV program has been appropriated as part of the ARP funding.

Administrative Fee and Funding

The following four types of fees and funding are allocated as part of the EHV program:

- **Preliminary fees** support immediate start-up costs that the PHA will incur in implementing alternative requirements under EHV, such as outreach and coordination with partnering agencies:
 - \$400 per EHV allocated to the PHA, once the consolidated annual contributions contract (CACC) is amended.
 - This fee may be used for any eligible administrative expenses related to EHVs.
 - The fee may also be used to pay for any eligible activities under EHV service fees (TPS-I.B).
- **Placement fees/expedited issuance reporting fees** will support initial lease-up costs and the added cost and effort required to expedite leasing of EHVs:
 - \$100 for each EHV initially leased, if the PHA reports the voucher issuance date in Public Housing Information Center–Next Generation (PIC–NG) system within 14 days of voucher issuance or the date the system becomes available for reporting.
 - Placement fees:
 - o \$500 for each EHV family placed under a HAP contract effective within four months of the effective date of the ACC funding increment; or
 - o \$250 for each EHV family placed under a HAP contract effective after four months but less than six months after the effective date of the ACC funding increment.

- o HUD will determine placement fees in the event of multiple EHV allocations and funding increment effective dates.
- Placement/expedited issuance fees only apply to the initial leasing of the voucher; they are not paid for family moves or to turnover vouchers.
- **Ongoing administrative fees**, which are calculated in the same way as the standard HCV program:
 - PHAs are allocated administrative fees using the full column A administrative fee amount for each EHV under contract as of the first day of each month.
 - Ongoing EHV administrative fees may be subject to proration in future years, based on available EHV funding.
- **Services fees**, which are a one-time fee to support PHAs' efforts to implement and operate an effective EHV services program in its jurisdiction (TPS-I.B):
 - The fee is allocated once the PHA's CACC is amended to reflect EHV funding.
 - The amount allocated is \$3,500 for each EHV allocated.

TPS-I.B. SERVICE FEES

Services fee funding must be initially used for defined eligible uses and not for other administrative expenses of operating the EHV program. Service fees fall into four categories:

- Housing search assistance
- Security deposit/utility deposit/rental application/holding fee uses
- Owner-related uses
- Other eligible uses such as moving expenses or tenant-readiness services

The PHA must establish the eligible uses and the parameters and requirements for service fees in the PHA's administrative plan.

Housing Authority of Savannah Policy

In coordination with the EHV participant, CoC representative and HAS's representative, a customized service fee allocation plan will be created to help each EHV participant successfully obtain and retain housing. If funds are identified from another resource in the community, that resource will be utilized with no duplication of assistance. Generally, the allocation for each participant will not exceed \$3,500. However, depending on the needs of individual participants and if funds are available, the service fee dollar amount could exceed this amount on a limited basis. This would be approved on a case-by-case basis, not to exceed \$5,000 for any given EHV participant.

The eligible uses for service fees include the following and will be paid subject to funding availability:

Housing search assistance, which may include activities such as, but not limited to, helping a family identify and visit potentially available units during their housing search, helping to find a unit that meets the household's disability-related needs, providing transportation and directions, assisting with the completion of rental applications and

HAS forms, and helping to expedite the EHV leasing process for the family. Upon initial lease-up, HAS may provide \$250 to CSAH (CoC) for each EHV applicant to whom housing search assistance has been provided.

Application fees/non-refundable administrative or processing fees/refundable application deposit assistance. HAS may assist the family with these expenses when other resources are unavailable.

Security deposit assistance. HAS may assist with the security deposit payment. The amount of the security deposit assistance will be the amount requested by the landlord not to exceed one month of contract rent. Security deposit assistance will be for initial move-ins when other resources are unavailable. HAS will not provide security deposit assistance for subsequent moves. HAS may pay the security deposit assistance directly to the owner or may pay the assistance to the family. If paid to the family, HAS will require documentation that the family paid the security deposit. The owner refunds the security deposit balance, after deducting any amounts for repairs or unpaid rent, to the family when the unit is vacated in accordance with the terms of the lease.

Utility deposit assistance/utility arrears. HAS may provide utility deposit assistance for some or all of the family's utility deposit expenses. Utility deposit assistance includes connection fees required for the utilities to be supplied by the tenant under the lease. HAS will pay the utility deposit assistance directly to the family and will require documentation the family paid the utility deposit. HAS will not require the utility supplier or family to return the utility deposit assistance to HAS. In addition, some families may have large balances with gas, electric, water, sewer, or trash companies that will make it difficult if not impossible to establish services for tenant-supplied utilities. HAS may provide the family with assistance to help address these utility arrears to facilitate leasing when other resources cannot.

Owner recruitment and outreach for EHV's. HAS may use the service fee funding to conduct owner recruitment and outreach specifically for EHV's. In addition to traditional owner recruitment and outreach, activities may include conducting pre-inspections or otherwise expediting the inspection process, providing enhanced customer service, and offering owner incentive and/or retention payments.

Owner incentive payments. HAS may make incentive payments to owners that agree to initially lease their unit to an EHV family. Incentive payments of \$1,000 will be paid to the owner for each initial lease-up of an EHV family. The payment will be made on the first check issued to the owner after execution of HAP Contract. For each new owner referred by an existing owner, HAS will pay the referring owner \$250/referral upon successful initial leasing to an EHV family.

Payments will be made as a single payment at the beginning of the assisted lease term. Owner incentive payments are not housing assistance payments, are not part of the rent to owner, and are not taken into consideration when determining whether the rent for the unit is reasonable.

Moving expenses (including move-in fees and deposits). HAS may provide assistance for some or all of the family's reasonable moving expenses when they initially lease a unit with the EHV program. HAS will not provide moving expenses assistance for

subsequent moves unless the family is required to move for reasons other than something the family did or failed to do (e.g., HAS is terminating the HAP contract because the owner did not fulfill their responsibilities or the owner is refusing to offer the family the opportunity to enter a new lease after the initial lease term, as opposed to the family choosing to terminate the tenancy in order to move to another unit), or a family has to move due to domestic violence, dating violence, sexual assault, or stalking. HAS will reimburse families up to \$300 upon providing a receipt for the incurred cost when other resources cannot.

Tenant-readiness services. HAS may use service fees to help create a customized plan to address or mitigate barriers that individual families may face in renting a unit with an EHV, such as negative credit, lack of credit, negative rental or utility history, or to connect the family to other community resources (including COVID-related resources) that can assist with rental arrears.

Essential household items. HAS may use services fee funding to assist the family with some or all of the costs of acquiring essential household items such as tableware, cooking equipment, beds or bedding, and essential sanitary products such as soap and toiletries when other resources cannot. HAS may provide up to \$200, payable to the EHV family, to purchase household items. This is only provided one-time to the family and not for subsequent moves.

Renter's insurance if required by the lease. HAS may choose to assist the family with renters insurance not to exceed \$200 for one policy if required by the lease and will not assist with this expense beyond the original initial lease term.

Any services fee assistance that is returned to HAS after its initial or subsequent use may only be applied to the eligible services fee uses defined in Notice PIH 2021-15 (or subsequent notice) or other EHV administrative costs. Any amounts not expended for these eligible uses when HAS's EHV program ends must be remitted to HUD.

PART II: PARTNERING AGENCIES

TPS-II.A. CONTINUUM OF CARE (CoC)

PHAs that accept an allocation of EHV's are required to enter into a Memorandum of Understanding (MOU) with the Continuum of Care (CoC) to establish a partnership for the administration of EHV's.

Housing Authority of Savannah Policy

The Housing Authority of Savannah has entered into an MOU with Chatham-Savannah Authority for the Homeless (CSAH) as the lead agency for Continuum of Care (CoC). See Exhibit TPS-1 for a copy of the MOU.

TPS-II.B. OTHER PARTNERING ORGANIZATIONS

The PHA may, but is not required to, partner with other organizations trusted by persons experiencing homelessness, such as victim services providers (VSPs) and other community partners. If the PHA chooses to partner with such agencies, either the PHA must enter into an MOU with the partnering agency or the partnering agency may be added to the MOU between the PHA and CoC.

Housing Authority of Savannah Policy

HAS may choose to enter into a MOU with other partnering agencies or add the agency to the MOU with CSAH if it deems necessary to effectively serve the homeless in the future.

TPS-II.C. REFERRALS

CoC and Partnering Agency Referrals

The primary responsibility of the CoC under the MOU with the PHA is to make direct referrals of qualifying individuals and families to the PHA. The PHA must generally refer a family that is seeking EHV assistance directly from the PHA to the CoC or other referring agency for initial intake, assessment, and possible referral for EHV assistance. Partner CoCs are responsible for determining whether the family qualifies under one of the four eligibility categories for EHV's. The CoC or other direct referral partner must provide supporting documentation to the PHA of the referring agency's verification that the family meets one of the four eligible categories for EHV assistance.

Housing Authority of Savannah Policy

The CoC or partnering agency must establish and implement a system to identify EHV-eligible individuals and families within the agency's caseload and make referrals to HAS. The CoC or other partnering agency must certify that the EHV applicants they refer to HAS meet at least one of the four EHV eligibility criteria. HAS will maintain a copy of the referral or certification from the CoC or other partnering agency in the participant's file along with other eligibility paperwork.

As part of the MOU, HAS and CoC or other partnering agency will identify staff positions to serve as lead EHV liaisons. These positions will be responsible for transmission and acceptance of referrals. The CoC or partnering agency must commit sufficient staff and resources to ensure eligible individuals and families are identified and determined eligible in a timely manner.

The HAS liaison responsible for acceptance of referrals will contact the CoC or partnering agency liaison via email indicating the number of vouchers available and requesting an appropriate number of referrals. The CoC or partnering agency will provide HAS with a list of eligible referrals in a timely manner and in a method and format defined in the MOU.

Offers of Assistance with CoC Referral

The PHA may make an EHV available without a referral from the CoC or other partnering organization in order to facilitate an emergency transfer under VAWA in accordance with the PHA's Emergency Transfer Plan (ETP) in Chapter 16.

The PHA must also take direct referrals from outside the CoC if:

- The CoC does not have a sufficient number of eligible families to refer to the PHA; or
- The CoC does not identify families that may be eligible for EHV assistance because they are fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, stalking or human trafficking.

If at any time the PHA is not receiving enough referrals or is not receiving referrals in a timely manner from the CoC or other partner referral agencies (or the PHA and CoC cannot identify any such alternative referral partner agencies), HUD may permit the PHA on a temporary or permanent basis to take EHV applications directly from applicants and admit eligible families to the EHV program in lieu of or in addition to direct referrals in those circumstances.

PART III: WAITING LIST MANAGEMENT

TPS-III. A. HCV WAITING LIST

The regulation that requires the PHA to admit applicants as waiting list admissions or special admissions in accordance with admission policies in Chapter 4 does not apply to PHAs operating the EHV program. Direct referrals are not added to the PHA's HCV waiting list.

The PHA must inform families on the HCV waiting list of the availability of EHV by posting the information to their website or providing public notice in their respective communities in accordance with the requirements listed in Notice PIH 2021-15.

Housing Authority of Savannah Policy

HAS will inform the public and families on the HCV waiting list of the availability of EHV by posting the information on the HAS website. The notice will:

- Describe the eligible populations to which EHV are limited

- Clearly state that the availability of these EHV is managed through a direct referral process

- Advise the family to contact the CoC (or any other PHA referral partner, if applicable) if the family believes they may be eligible for EHV assistance

HAS will ensure effective communication with persons with disabilities, including those with vision, hearing, and other communication-related disabilities in accordance with Chapter 2. HAS will also take reasonable steps to ensure meaningful access for persons with limited English proficiency (LEP) in accordance with Chapter 2.

TPS-III.B. EHV WAITING LIST

The HCV regulations requiring the PHA to operate a single waiting list for admission to the HCV program do not apply to PHAs operating the EHV program. Instead, when the number of applicants referred by the CoC or partnering agency exceeds the EHV available, the PHA must maintain a separate waiting list for EHV referrals, both at initial leasing and for any turnover vouchers that may be issued prior to September 30, 2023.

Further, the EHV waiting list is not subject to PHA policies in Chapter 4 regarding opening and closing the HCV waiting list. The PHA will work directly with its CoC and other referral agency partners to manage the number of referrals and the size of the EHV waiting list.

TPS-III.C. PREFERENCES

HCV Waiting List Preferences

If local preferences are established by the PHA for HCV, they do not apply to EHV. However, if the PHA has a homeless preference or a VAWA preference for the HCV waiting list, the PHA must adopt additional policies related to EHV in accordance with Notice PIH 2021-15.

Housing Authority of Savannah Policy

The PHA does not offer either a homeless or a VAWA preference for the HCV waiting list.

EHV Waiting List Preferences

With the exception of a residency preference, the PHA may choose, in coordination with the CoC and other referral partners, to establish separate local preferences for EHV's. The PHA may, however, choose not to establish any local preferences for the EHV waiting list.

Housing Authority of Savannah Policy

No local preferences have been established for the EHV waiting list.

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PART IV: FAMILY ELIGIBILITY

TPS-IV.A. OVERVIEW

The CoC or referring agency determines whether the individual or family meets any one of the four eligibility criteria described in Notice PIH 2021-15 and then refers the family to the PHA. The PHA determines that the family meets other eligibility criteria for the HCV program, as modified for the EHV program and outlined below.

TPS-IV.B. REFERRING AGENCY DETERMINATION OF ELIGIBILITY

In order to be eligible for an EHV, an individual or family must meet one of four eligibility criteria:

- Homeless as defined in 24 CFR 578.3;
- At risk of homelessness as defined in 24 CFR 578.3;
- Fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, stalking (as defined in Notice PIH 2021-15), or human trafficking (as defined in the 22 U.S.C. Section 7102); or
- Recently homeless and for whom providing rental assistance will prevent the family's homelessness or having high risk of housing instability as determined by the CoC or its designee in accordance with the definition in Notice PIH 2021-15.

As applicable, the CoC or referring agency must provide documentation to the PHA of the referring agency's verification that the family meets one of the four eligible categories for EHV assistance. The PHA must retain this documentation as part of the family's file.

TPS-IV.C. PHA SCREENING

Overview

HUD waived 24 CFR 982.552 and 982.553 in part for the EHV applicants and established alternative requirement for mandatory and permissive prohibitions of admissions. Except where applicable, PHA policies regarding denials in Chapter 3 of this policy do not apply to screening individuals and families for eligibility for an EHV. Instead, the EHV alternative requirement listed in this section will apply to all EHV applicants.

The mandatory and permissive prohibitions listed in Notice PIH 2021-15 and in this chapter, however, apply only when screening the individual or family for eligibility for an EHV. When adding a family member after the family has been placed under a HAP contract with EHV assistance, the regulations at 24 CFR 982.551(h)(2) apply. Other than the birth, adoption, or court-awarded custody of a child, the PHA must approve additional family members and may apply its regular HCV screening criteria in Chapter 3 in doing so.

Mandatory Denials

Under alternative requirements for the EHV program, mandatory denials for EHV applicants include:

- 24 CFR 982.553(a)(1)(ii)(C), which prohibits admission if any household member has ever been convicted of drug-related criminal activity for manufacture or production of methamphetamine on the premises of federally assisted housing.
- 24 CFR 982.553(a)(2)(i), which prohibits admission to the program if any member of the household is subject to a lifetime registration requirement under a state sex offender registration program.

The PHA must deny admission to the program if any member of the family fails to sign and submit consent forms for obtaining information as required by 24 CFR 982.552(b)(3) but should notify the family of the limited EHV grounds for denial of admission first.

Housing Authority of Savannah Policy

HAS will deny admission to the program if any adult member (or head of household or spouse, regardless of age) fails to sign and submit consent forms. HAS will notify the family of the limited EHV grounds for denial of admission as part of the notice of denial that will be mailed and/or emailed to the family.

Permissive Denial

Notice PIH 2021-15 lists permissive prohibitions for which the PHA may, but is not required to, deny admission to EHV families. The notice also lists prohibitions that, while allowable under the HCV program, may not be used to deny assistance for EHV families.

If the PHA intends to establish permissive prohibition policies for EHV applicants, the PHA must first consult with its CoC partner to understand the impact that the proposed prohibitions may have on referrals and must take the CoC’s recommendations into consideration.

Housing Authority of Savannah Policy

HAS will not adopt any permissive prohibitions for the EHV program.

TPS-IV.D. INCOME VERIFICATION AT ADMISSION

Self-Certification at Admission

The requirement to obtain third-party verification of income in accordance with Notice PIH 2018-18 does not apply to the EHV program applicants at admission, and alternatively, PHAs may consider self-certification the highest form of income verification at admission. As such, PHA policies related to the verification of income in Section 7-I.B. do not apply to EHV families at admission. Instead, applicants must submit an affidavit attesting to their reported income, assets, expenses, and other factors that would affect an income eligibility determination.

Additionally, applicants may provide third-party documentation that represents the applicant’s income within the 60-day period prior to admission or voucher issuance but is not dated within 60 days of the PHA’s request.

Housing Authority of Savannah Policy

The documents must not be damaged, altered, or in any way illegible.

Printouts from webpages are considered original documents.

HAS will accept third-party documents provided by applicants that represent the applicant’s income within the 60-day period prior to admission or voucher issuance but is

not dated within 60 days of HAS's request. For example, a Supplemental Security Income (SSI) benefit letter that was issued in November 2020 to represent the applicant's benefit amount for 2021 and was provided to HAS in September 2021 would be an acceptable form of income verification.

HAS will consider self-certification the highest form of income verification at admission. HAS will request written third party verification if readily available in attempt to mitigate future material discrepancies but will not delay the admission/voucher process while waiting for it.

Any family self-certifications must be made in a format acceptable to HAS and must be signed by the family member whose information or status is being verified.

HAS will incorporate additional procedures to remind families of the obligation to provide true and complete information in accordance with Chapter 14. HAS will address any material discrepancies (i.e., unreported income or a substantial difference in reported income) that may arise later. HAS may, but is not required to, offer the family a repayment agreement in accordance with Chapter 16. If the family fails to repay the excess subsidy, the HAS will terminate the family's assistance in accordance with the policies in Chapter 12.

Recently Conducted Income Determinations

PHAs may accept income calculations and verifications from third-party providers or from an examination that the PHA conducted on behalf of the family for another subsidized housing program in lieu of conducting an initial examination of income as long as:

- The income was calculated in accordance with rules outlined at 24 CFR Part 5 and within the last six months; and
- The family certifies there has been no change in income or family composition in the interim.

Housing Authority of Savannah Policy

HAS will accept income calculations and verifications from third-party providers provided they meet the criteria outlined above.

The family certification must be made in a format acceptable to HAS and must be signed by all adult family members whose information or status is being verified.

At the time of the family's annual reexamination the PHA must conduct the annual reexamination of income as outlined at 24 CFR 982.516 and PHA policies in Chapter 11.

EIV Income Validation

Once HUD makes the EIV data available to PHAs under this waiver and alternative requirement, the PHA must:

- Review the EIV Income and Income Validation Tool (IVT) reports to confirm and validate family-reported income within 90 days of the PIC submission date;
- Print and maintain copies of the EIV Income and IVT Reports in the tenant file; and
- Resolve any income discrepancy with the family within 60 days of the EIV Income or IVT Report dates.

Prior to admission, PHAs must continue to use HUD's EIV system to search for all household members using the Existing Tenant Search in accordance with PHA policies in Chapter 3.

If a PHA later determines that an ineligible family received assistance, the PHA must take steps to terminate that family from the program in accordance with Chapter 12.

TPS-IV.E. SOCIAL SECURITY NUMBER AND CITIZENSHIP STATUS VERIFICATION

For the EHV program, the PHA is not required to obtain and verify SSN documentation and documentation evidencing eligible noncitizen status before admitting the family to the EHV program. Instead, PHAs may adopt policies to admit EHV applicants who are unable to provide the required SSN or citizenship documentation during the initial eligibility determination. As an alternative requirement, such individuals must provide the required documentation within 180 days of admission to be eligible for continued assistance, pending verification, unless the PHA provides an extension based on evidence from the family or confirmation from the CoC or other partnering agency that the family has made a good-faith effort to obtain the documentation.

If a PHA determines that an ineligible family received assistance, the PHA must take steps to terminate that family from the program.

Housing Authority of Savannah Policy

HAS will admit EHV applicants who are unable to provide the required SSN or citizenship documentation during the initial eligibility determination. These individuals must provide the required documentation in accordance with policies in Chapter 7 within 180 days of admission. HAS will verify SSN in EIV if the family is unable to obtain verification by the deadline and address material discrepancies as they arise. HAS may provide an additional 60-day extension based on evidence from the family or confirmation from the CoC or other partnering agency that the family has made a good-faith effort to obtain the documentation.

If HAS determines that an ineligible family received assistance, steps will be taken to terminate that family from the program in accordance with policies in Chapter 12.

TPS-IV.F. AGE AND DISABILITY VERIFICATION

PHAs may accept self-certification of date of birth and disability status if a higher level of verification is not immediately available. If self-certification is used, the PHA must obtain a higher level of verification within 90 days of admission or verify the information in EIV.

If a PHA determines that an ineligible family received assistance, the PHA must take steps to terminate that family from the program.

Housing Authority of Savannah Policy

HAS will accept self-certification of date of birth and disability status if a higher form of verification is not immediately available. The certification must be made in a format acceptable to HAS and must be signed by the family member whose information or status is being verified. If self-certification is accepted, within 90 days of admission, HAS will verify the information in EIV or through other third-party verification if the information is not available in EIV. HAS will note the family's file that self-certification was used as

initial verification and include an EIV printout or other third-party verification confirming the applicant's date of birth and/or disability status.

If HAS determines that an ineligible family received assistance, HAS will take steps to terminate that family from the program in accordance with policies in Chapter 12.

TPS-IV.G. INCOME TARGETING

The PHA must determine income eligibility for EHV families in accordance with 24 CFR 982.201 and PHA policy in Chapter 3; however, income targeting requirements do not apply for EHV families. The PHA may still choose to include the admission of extremely low-income EHV families in its income targeting numbers for the fiscal year in which these families are admitted.

Housing Authority of Savannah Policy

HAS will include the admission of extremely low-income EHV families in its income targeting numbers for the fiscal year in which these families are admitted.

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PART V: HOUSING SEARCH AND LEASING

TPS-V.A. INITIAL VOUCHER TERM

Unlike the standard HCV program, which requires an initial voucher term of at least 60 days, EHV vouchers must have an initial search term of at least 120 days. PHA policies on extensions as outlined in Section 5-II.E. will apply.

Housing Authority of Savannah Policy

All EHV's will have an initial term of 120 calendar days.

The family must submit a Request for Tenancy Approval and proposed lease within the 120-day period unless the PHA grants an extension.

TPS-V.B. HOUSING SEARCH ASSISTANCE

The PHA must ensure housing search assistance is made available to EHV families during their initial housing search. The housing search assistance may be provided directly by the PHA or through the CoC or another partnering agency or entity.

At a minimum, housing search assistance must:

- Help individual families identify potentially available units during their housing search, including physically accessible units with features for family members with disabilities, as well as units in low-poverty neighborhoods;
- Provide transportation assistance and directions to potential units;
- Conduct owner outreach;
- Assist with the completion of rental applications and PHA forms; and
- Help expedite the EHV leasing process for the family

Housing Authority of Savannah Policy

As identified in the MOU between HAS and CSAH, the following housing search assistance will be provided to each EHV family:

HAS will:

Conduct owner outreach in accordance with policies in Chapter 13

Provide directions to potential units as part of the EHV briefing packet

Expedite the EHV leasing process for the family to the extent practicable and in accordance with policies in this chapter

At least every 30 days, conduct proactive check-ins via email and/or telephone with families who are searching with an EHV and remind them of their voucher expiration date

Assign a dedicated landlord liaison for EHV voucher families

The CSAH will:

Help families identify potentially available units during their housing search, including physically accessible units with features for family members with disabilities, as well as units in low-poverty neighborhoods

Provide transportation assistance to potential units

Assist the family with the completion of rental applications CSAH AND HAS forms

TPS-V.C. HQS PRE-INSPECTIONS

To expedite the leasing process, PHAs may pre-inspect available units that EHV families may be interested in leasing in order to maintain a pool of eligible units.

Housing Authority of Savannah Policy

To expedite the leasing process, HAS may pre-inspect available units that EHV families may be interested in leasing to maintain a pool of eligible units. If an EHV family selects a unit that passed a HQS pre-inspection (without intervening occupancy) within 45 days of the date of the Request for Tenancy Approval, the unit may be approved provided that it meets all other conditions under 24 CFR 982.305.

The family will be free to select his or her unit.

When a pre-inspected unit is not selected, HAS will make every effort to fast track the inspection process, including adjusting the normal inspection schedule for any required reinspections.

TPS-V.D. INITIAL LEASE TERM

Unlike in the standard the HCV program, EHV voucher holders may enter into an initial lease that is for less than 12 months, regardless of the PHA policy in Section 9-I.E., Term of Assisted Tenancy.

TPS-V.E. PORTABILITY

The normal HCV portability procedures and requirements outlined in Chapter 10 generally apply to EHV's. Exceptions are addressed below.

Nonresident Applicants

Under EHV, applicant families may move under portability even if the family did not have legal residency in the jurisdiction of the initial PHA when they applied, regardless of PHA policy in Section 10-II.B.

Billing and Absorption

A receiving PHA cannot refuse to assist an incoming EHV family, regardless of whether the PHA administers EHV's under its own ACC.

- If the EHV family moves under portability to another PHA that administers EHV's under its own ACC:

- The receiving PHA may only absorb the incoming EHV family with an EHV (assuming it has an EHV voucher available to do so).
 - If the PHA does not have an EHV available to absorb the family, it must bill the initial PHA. The receiving PHA must allow the family to lease the unit with EHV assistance and may not absorb the family with a regular HCV when the family leases the unit.
 - Regardless of whether the receiving PHA absorbs or bills the initial PHA for the family's EHV assistance, the EHV administration of the voucher is in accordance with the receiving PHA's EHV policies.
- If the EHV family moves under portability to another PHA that does not administer EHV under its own ACC, the receiving PHA may absorb the family into its regular HCV program or may bill the initial PHA.

Family Briefing

In addition to the applicable family briefing requirements at 24 CFR 982.301(a)(2) as to how portability works and how portability may affect the family's assistance, the initial PHA must inform the family how portability may impact the special EHV services and assistance that may be available to the family.

The initial PHA is required to help facilitate the family's portability move to the receiving PHA and inform the family of this requirement in writing, taking reasonable steps to ensure meaningful access for persons with limited English proficiency (LEP).

Housing Authority of Savannah Policy

In addition to following HAS policy on briefings in Chapter 5, as part of the briefing packet for EHV families, HAS will include a written notice that the PHA will assist the family with moves under portability.

For limited English proficient (LEP) applicants, HAS will provide interpretation services in accordance with the LEP plan (See Chapter 2).

Coordination of Services

If the portability move is in connection with the EHV family's initial lease-up, the receiving PHA and the initial PHA must consult and coordinate on the EHV services and assistance that will be made available to the family.

Housing Authority of Savannah Policy

For EHV families who are exercising portability, when HAS contacts the receiving PHA in accordance with Section 10-II.B. Preapproval Contact with Receiving PHA, HAS will consult and coordinate with the receiving PHA to ensure there is no duplication of EHV services and assistance, and ensure the receiving PHA is aware of the maximum amount of services fee funding that HAS may provide to the receiving PHA on behalf of the family.

Services Fee

Standard portability billing arrangements apply for HAP and ongoing administrative fees for EHV families.

For service fees funding, the amount of the service fee provided by the initial PHA may not exceed the lesser of the actual cost of the services and assistance provided to the family by the receiving PHA or \$1,750, unless the initial PHA and receiving PHA mutually agree to change the \$1,750 cap. Service fees are paid as follows:

- If the receiving PHA, in consultation and coordination with the initial PHA, will provide eligible services or assistance to the incoming EHV family, the receiving PHA may be compensated for those costs by the initial PHA, regardless of whether the receiving PHA bills or absorbs.
- If the receiving PHA administers EHV, the receiving PHA may use its own services fee and may be reimbursed by the initial PHA, or the initial PHA may provide the services funding upfront to the receiving PHA for those fees and assistance.
- If the receiving PHA does not administer EHV, the initial PHA must provide the services funding upfront to the receiving PHA. Any amounts provided to the receiving PHA that are not used for services or assistance on behalf of the EHV family must promptly be returned by the receiving PHA to the initial PHA.

Placement Fee/Issuance Reporting Fee

If the portability lease-up qualifies for the placement fee/issuance reporting fee, the receiving PHA receives the full amount of the placement component of the placement fee/issuance reporting fee. The receiving PHA is eligible for the placement fee regardless of whether the receiving PHA bills the initial PHA or absorbs the family into its own program at initial lease-up. The initial PHA qualifies for the issuance reporting component of the placement fee/issuance reporting fee, as applicable.

TPS-V.F. PAYMENT STANDARDS

Payment Standard Schedule

For the EHV program, HUD has waived the regulation requiring a single payment standard for each unit size. Instead, the PHA may, but is not required to, establish separate higher payment standards for EHV. Lower EHV payment standards are not permitted. If the PHA is increasing the regular HCV payment standard, the PHA must also increase the EHV payment standard if it would be otherwise lower than the new regular HCV payment standard. The separate EHV payment standard must comply with all other HCV requirements with the exception of the alternative requirements discussed below.

Further, if the PHA chooses to establish higher payments standards for EHV, HUD has provided other regulatory waivers:

- Defining the “basic range” for payment standards as between 90 and 120 percent of the published Fair Market Rent (FMR) for the unit size (rather than 90 to 110 percent).
- Allowing a PHA that is not in a designated Small Area FMR (SAFMR) area or has not opted to voluntarily implement SAFMRs to establish exception payment standards for a ZIP code

area above the basic range for the metropolitan FMR based on the HUD published SAFMRs. The PHA may establish an exception payment standard up to 120 percent (as opposed to 110 percent) of the HUD published Small Area FMR for that ZIP code area. The exception payment standard must apply to the entire ZIP code area.

- The PHA must notify HUD if it establishes an EHV exception payment standard based on the SAFMR.

Housing Authority of Savannah Policy

HAS will not establish a higher payment standard amount for EHV. HAS will use the same payment standards for HCV and EHV.

Rent Reasonableness

All rent reasonableness requirements apply to EHV units, regardless of whether the PHA has established an alternative or exception EHV payment standard.

Increases in Payment Standards

The requirement that the PHA apply increased payment standards at the family's first regular recertification on or after the effective date of the increase does not apply to EHV. The PHA may, but is not required to, establish an alternative policy on when to apply the increased payment standard, provided the increased payment standard is used to calculate the HAP no later than the effective date of the family's first regular reexamination following the change.

Housing Authority of Savannah Policy

The HAS will not establish an alternative policy for increases in the payment standard. HAS policy in Section 11-III.B. governing increases in payment standards will apply to EHV.

TSP-V.G. TERMINATION OF VOUCHERS

After September 30, 2023, a PHA may not reissue EHV when assistance for an EHV-assisted family ends. This means that when an EHV participant (a family that is receiving rental assistance under a HAP contract) leaves the program for any reason, the PHA may not reissue that EHV to another family unless it does so no later than September 30, 2023.

If an applicant family that was issued the EHV is unsuccessful in finding a unit and the EHV expires after September 30, 2023, the EHV may not be reissued to another family.

All EHV under lease on or after October 1, 2023, may not under any circumstances be reissued to another family when the participant leaves the program for any reason.

An EHV that has never been issued to a family may be initially issued and leased after September 30, 2023, since this prohibition only applies to EHV that are being reissued upon turnover after assistance to a family has ended. However, HUD may direct PHAs administering EHV to cease leasing any unleased EHV if such action is determined necessary by HUD to ensure there will be sufficient funding available to continue to cover the HAP needs of currently assisted EHV families.

PART VI: USE OF FUNDS, REPORTING, AND FINANCIAL RECORDS

EHV funds allocated to the PHA for HAP (both funding for the initial allocation and HAP renewal funding) may only be used for eligible EHV HAP purposes. EHV HAP funding obligated to the PHA may not be used for EHV administrative expenses or the other EHV eligible expenses under this notice. Likewise, EHV administrative fees and funding obligated to the PHA are to be used for those purposes and must not be used for HAP.

The appropriated funds for EHV are separate from the regular HCV program and may not be used for the regular HCV program but may only be expended for EHV eligible purposes. EHV HAP funds may not roll into the regular HCV restricted net position (RNP) and must be tracked and accounted for separately as EHV RNP. EHV administrative fees and funding for other eligible expenses permitted by Notice PIH 2021-15 may only be used in support of the EHV and cannot be used for regular HCVs. EHV funding may not be used for the repayment of debts or any amounts owed to HUD by HUD program participants including, but not limited to, those resulting from Office of Inspector General (OIG), Quality Assurance Division (QAD), or other monitoring review findings.

The PHA must comply with EHV reporting requirements in the Voucher Management System (VMS) and Financial Data Schedule (FDS) as outlined in Notice PIH 2021-15.

The PHA must maintain complete and accurate accounts and other records for the program and provide HUD and the Comptroller General of the United States full and free access to all accounts and records that are pertinent the administration of the EHV in accordance with the HCV program requirements at 24 CFR 982.158.

Exhibit TPS-1: MEMORANDUM OF UNDERSTANDING (MOU)

Attachment 2 of Notice PIH 2021-15 - Sample MOU Template

Memorandum of Understanding

[** This sample document demonstrates the Memorandum of Understanding requirements for the administration Emergency Housing Voucher. Unless otherwise noted, all elements are required. **]

This Memorandum of Understanding (MOU) has been created and entered into on
[** *Insert execution date.* **].

[PHA Name and Address]

[CoC Name and Address]

- I. Introduction and Goals (the following elements, listed in a. – c., are required elements of the MOU):
- a. PHA and CoC’s commitment to administering the EHV’s in accordance with all program requirements.
 - b. PHA goals and standards of success in administering the program.
 - c. Identification of staff position at the PHA and CoC who will serve as the lead EHV liaisons.

Lead HCV Liaison:

[Name and title of PHA staff position]

Responsibilities of the PHA EHV liaison [****Optional****].

[Name and title of CoC staff position]

Responsibilities of the CoC EHV liaison [****Optional****].

- II. Define the populations eligible for EHV assistance to be referred by CoC.

III. Services to be provided to eligible EHV families

1. List the services to be provided to assist individuals and families have success in the program and who will provide them.

[**The following services are listed for example purposes. **]

1. Partnering service providers will support individuals and families in completing applications and obtaining necessary supporting documentation to support referrals and applications for assistance; while aiding households in addressing barriers.
2. Partnering service providers will support PHAs in ensuring appointment notifications to eligible individuals and families and will assist eligible households in getting to meetings with the PHA.
3. PHAs will establish windows of time for EHV applicants to complete intake interviews for EHV.
4. Partnering service providers will provide housing search assistance for eligible individuals and families.
5. Partnering service providers will provide counseling on compliance with rental lease requirements.
6. Partnering service providers will assess individuals and families who may require referrals for assistance on security deposits, utility hook-up fees, and utility deposits.
7. Partnering service providers will assess and refer individuals and families to benefits and supportive services, where applicable.

IV. PHA Roles and Responsibilities

[**The following responsibilities are listed for example purposes. **]

1. Coordinate and consult with the CoC in developing the services and assistance to be offered under the EHV services fee.
2. Accept direct referrals for eligible individuals and families through the CoC Coordinated Entry System.
3. Commit a sufficient number of staff and necessary resources to ensure that the application, certification, and voucher issuance processes are completed in a timely manner.
4. Commit a sufficient number of staff and resources to ensure that inspections of units are completed in a timely manner.
5. Designate a staff to serve as the lead EHV liaison.
6. Comply with the provisions of this MOU.

V. CoC Roles and Responsibilities

[**The following responsibilities are listed for example purposes. **]

1. Designate and maintain a lead EHV liaison to communicate with the PHA.
2. Refer eligible individuals and families to PHA using the community's coordinated entry system.
3. Support eligible individuals and households in completing and applying for supportive documentation to accompany admissions application to the PHA (i.e. self-certifications, birth certificate, social security card, etc.).
4. Attend EHV participant briefings when needed.
5. Assess all households referred for EHV for mainstream benefits and supportive services available to support eligible individuals and families through their transition.
6. Identify and provide supportive services to EHV families. (While EHV participants are not required to participate in services, the CoC should assure that services are available and accessible.)
7. Comply with the provisions of this MOU.

VI. Third Party Entity Roles Responsibilities

[**The following responsibilities are listed for example purposes. **]

1. Describe how the State, local, philanthropic, faith-based organizations, Victim Service Providers or CoC recipients it designates will fulfill each of the following responsibilities:
 - a. Outline resource and/or service being provided in support of the community's EHV Program. Commit a sufficient number of staff and necessary resources to ensure that the application, certification and voucher issuance processes are completed in a timely manner.
 - b. Comply with the provisions of this MOU. VII. Program Evaluation

The PHA, and CoC or designated CoC recipient agree to cooperate with HUD, provide requested data to HUD or HUD-approved contractor delegated the responsibility of program evaluation protocols established by HUD or HUD-approved contractor, including possible random assignment procedures.

[Signed and dated by the official representatives of the PHA, CoC, CoC Contractor organization (if applicable), and third-party entities (if applicable).]

Signed by

Executive Director, PHA

Date

CoC Executive Director

Date

DRAFT

Exhibit TPS-2: HOMELESS PROVIDER'S CERTIFICATION

Attachment 3 of Notice PIH 2021-15 Example of a Homeless Provider's Certification

Emergency Housing Voucher (EHV)

HOMELESS CERTIFICATION

EHV Applicant Name: _____

Household without dependent children (complete one form for each adult in the household)

Household with dependent children (complete one form for household)

Number of persons in the household: _____

This is to certify that the above named individual or household meets the following criteria based on the check mark, other indicated information, and signature indicating their current living situation-

Check only one box and complete only that section

Living Situation: place not meant for human habitation (e.g., cars, parks, abandoned buildings, streets/sidewalks)

The person(s) named above is/are currently living in (or, if currently in hospital or other institution, was living in immediately prior to hospital/institution admission) a public or private place not designed for, or ordinarily used as a regular sleeping accommodation for human beings, including a car, park, abandoned building, bus station, airport, or camp ground.

Description of current living situation:

Homeless Street Outreach Program
Name: _____

This certifying agency must be recognized by the local Continuum of Care (CoC) as an agency that has a program designed to serve persons living on the street or other places not meant for human habitation. Examples may be street outreach workers, day shelters, soup kitchens, Health Care for the Homeless sites, etc.

Authorized Agency Representative Signature: _____

Date: _____

Living Situation: Emergency Shelter

The person(s) named above is/are currently living in (or, if currently in hospital or other institution, was living in immediately prior to hospital/institution admission) a supervised publicly or privately operated shelter as follows:

Emergency Shelter Program Name: _____

This emergency shelter must appear on the CoC's Housing Inventory Chart submitted as part of the most recent CoC Homeless Assistance application to HUD or otherwise be recognized by the CoC as part of the CoC inventory (e.g., newly established Emergency Shelter).

Authorized Agency Representative Signature: _____ Date
: _____

Living Situation: Recently Homeless

The person(s) named above is/are currently receiving financial and supportive services for persons who are homeless. Loss of such assistance would result in a return to homelessness (ex. Households in Rapid Rehousing Programs, residents of Permanent Supportive Housing Programs participating in Moving On, etc.)

Authorized Agency Representative Signature: _____

This referring agency must appear on the CoC's Housing Inventory Chart submitted as part of the most recent CoC Homeless Assistance application to HUD or otherwise be recognized by the CoC as part of the CoC inventory.

Immediately prior to entering the household's current living situation, the person(s) named above was/were residing in:

emergency shelter OR a place unfit for human habitation

Authorized Agency Representative Signature: _____
Date: _____

Exhibit TPS-3: EXAMPLE OF A VICTIM SERVICES PROVIDER'S CERTIFICATION

Attachment 4 of Notice PIH 2021-15: Example of a Victim Services Provider's Certification

Emergency Housing Voucher (EHV)

SAMPLE HUMAN TRAFFICKING CERTIFICATION

Purpose of Form:

The Victims of Trafficking and Violence Protection Act of 2000 provides assistance to victims of trafficking making housing, educational health care, job training and other Federally-funded social service programs available to assist victims in rebuilding their lives.

Use of This Optional Form:

In response to this request, the service provider may complete this form and submit it to the Public Housing Agency (PHA) to certify eligibility for EHV assistance.

Confidentiality: All information provided to the service provider concerning the incident(s) of human trafficking shall be kept confidential and such details shall not be entered into any shared database. Employees of the PHA will not have access to these details, and such employees may not disclose this information to any other entity or individual, except to the extent that disclosure is: (i) consented to by you in writing in a time-limited release; (ii) required for use in an eviction proceeding or hearing regarding termination of assistance; or (iii) otherwise required by applicable law.

TO BE COMPLETED ON BEHALF OF HUMAN TRAFFICKING SURVIVOR

EHV Applicant Name: _____

This is to certify that the above named individual or household meets the definition for persons who are fleeing or attempting to flee human trafficking under section 107(b) of the Trafficking Victims Protection Act of 2000.

Immediately prior to entering the household's current living situation, the person(s) named above was/were residing in:

This is to certify that the information provided on this form is true and correct to the best of my knowledge and recollection, and that the individual(s) named above is/has been a victim of human trafficking. I acknowledge that submission of false information could jeopardize program eligibility and could be the basis for denial of admission, termination of assistance, or eviction.

Authorized Agency Representative Signature: _____ **Date:** _____

DRAFT



Agenda Item No. 3 – *New Business*

GRANT APPLICATION

FOR RIVER POINTE II PHASE II

RECOMMENDED ACTION:

Authorize the submission of an application for the Georgia Investments in Housing Grant to the Governor’s Office of Planning and Budget in support of a proposed housing development to be known as River Pointe II Phase II.

BACKGROUND:

The Governor’s Office of Planning and Budget (“OPB”) serves the state of Georgia in several ways, including supplying demographic data about the state, working to develop budget recommendations for upcoming fiscal years, and developing a strategic plan outlining Governor’s vision. On May 16, 2022, OPB began accepting applications for the Georgia Investments in Housing Grant (the “Grant”), which is available to nonprofits that are 501(c)(3) tax exempt organizations who provide affordable housing and aid individuals experiencing homelessness. The grant, of up to \$5 million, can be used for new construction of housing, hard development costs, site improvements, property acquisition, or rehabilitation. The deadline to apply is June 27, 2022.

In April 2002, the Housing Authority of Savannah (“HAS”) created Savannah Community Builders, Inc. (“SCB”), a 501(c)(3) organization, for the purposes of fostering housing opportunities, including without limitation owning, operating, acquiring, and developing properties for low income families, as well as to promote community and neighborhood revitalization. To date, SCB and its affiliates have successfully participated in the construction of four mixed-income properties within the City of Savannah; furthermore, SCB and its affiliates currently participate in the ownership of seven affordable housing properties in Savannah. The Board of Directors of SCB currently consists of four members designated as follows: the HAS Chairman, the HAS Vice Chairman; the HAS Executive Director; and the HAS Finance Director.

SCB, a wholly-owned subsidiary of HAS, would like to apply for the grant and for other types of funding as necessary, to finance the new phase of development forecasted for the East Savannah Gateway, an area for which a Transformation Plan (the “Plan”) was accepted by HUD and adopted by the City of Savannah in 2014. Under the Plan, through HAS and its developer, Hunt Development Group (the “Development Team”), (1) 172 units of new housing have been completed on the former site of Robert Hitch Village (now “The View at Oglethorpe”), (2) rehabilitation and renovation of the former Fred Wessels Homes and Edgar Blackshear Homes has been completed with the renovated neighborhoods respectively labelled River Pointe I and

River Pointe II, and (3) various units on both the former Wessels and Blackshear sites have been demolished.

The Development Team has begun the process for the development of mixed-income housing on portions of the former Blackshear site between Stirling Street and Pounder Street on the northwest side of Wheaton Street and between Waters Avenue and Harmon Street on the southeast side of Wheaton Street, said proposed development to be known as River Pointe II-Phase II. The current development proposal includes fifty-three (53) mixed-income units of one, two, and three bedrooms.

ANALYSIS:

The Georgia Investments in Housing Grant offers the development team an opportunity to finance the development of River Pointe II Phase II utilizing an alternate capital stack that can include a blend of grant funds, conventional debt financing, and HAS funds. For years the development team had relied on the Department of Community Affairs (“DCA”) Low-Income Housing Tax Credit program (“LIHTC”) to serve as the main source of funds for the acquisition, construction and equipping of housing units for low and moderate income families, however the selection process for the LIHTC program has become increasingly competitive. Financing the development of River Pointe II Phase II through a diversified capital stack would also offer the development team the opportunity to decrease development costs, since not following design requirements of the LIHTC program. Hence, SCB (or HAS as its sole member) would like to:

- 1) By the deadline of June 27, submit an application to the Governor’s Office of Planning Budget for the Georgia Investments in Housing Grant;
- 2) Submit other applications to secure private funding for the development of River Pointe II Phase II as necessary, which may include applications to financial institutions associated with the Federal Home Loan Bank;
- 3) In support of the grant application, provide a funding commitment letter for an amount not to exceed \$1 million, to be financed with Replacement Housing Factor funds (RHF), and/or program income generated by previous development activities in the East Savannah Gateway area;

LEGAL CONSIDERATIONS:

The Authority's Legal Counsel has reviewed the associated Resolution and will be present to discuss any further legal issues.

FINANCIAL CONSIDERATIONS:

Final amounts of funds to be contributed by SCB (or HAS as its sole member) will be confirmed once amounts of other funding sources are known.

BOARD CONSIDERATION AND ACTION:

The Board of Directors is considering the authorization to take all actions necessary or desirable, to submit a grant application and provide funding commitment in an amount not to exceed \$1 million for the development of River Pointe II Phase II.

The staff recommendation is to approve of this resolution.

RESOLUTION

WHEREAS, a Georgia Investments in Housing Grant (the “Grant”) of up to \$5 million is being made available by the Governor’s Office of Planning and Budget to support nonprofit tax exempt organizations that are 501(c)(3) and that provide affordable housing and aid individuals experiencing homelessness;

WHEREAS, eligible uses for this federal Grant include site improvements, development hard costs and new construction of housing;

WHEREAS, in 2002 the Housing Authority of Savannah (“HAS”) created Savannah Community Builders, Inc. (“SCB”), a nonprofit tax exempt 501(c)(3) organization, to carry out the essential function of fostering housing opportunities for persons of low income, including without limitation, owning, operating, acquiring, and developing properties serving low income families, using any model for delivery of those housing opportunities that SCB shall see fit;

WHEREAS, SCB and its affiliates currently participate in the ownership of seven affordable housing properties in Savannah;

WHEREAS, HAS is the sole member of SCB and has fostered several initiatives aiming to aid individuals experiencing homelessness, including the issuance of Shelter Plus Care and Emergency Housing Vouchers;

WHEREAS, in connection with the next phase in the East Savannah Gateway revitalization initiative, HAS and SCB along with their development partner, Hunt Development Group (“Hunt”), desires to develop River Pointe II/Phase II (the “Project”);

WHEREAS, the Project is expected to be developed on 3.6 acres of Wheaton Street, on the footprint of the former Edgar Blackshear Homes containing 53 mixed-income units;

WHEREAS, SCB desires to apply for the Grant as part of a financing arrangement to develop the Project;

WHEREAS, SCB also intends to apply for other sources of funds as necessary for the development of the Project, including for private funding made available by financial institutions associated with the Federal Home Loan Bank;

WHEREAS, SCB or its sole member shall extend financing for construction of the Project in an amount not to exceed \$1 million, utilizing Replacement Housing Factor Funds or program income generated by SCB previous development activities

NOW, THEREFORE, in connection with the development, construction and equipping of the Project, the SCB Board of Directors hereby adopt the following resolutions:

BE IT RESOLVED, that SCB seek the award of a Georgia Investments Housing Grant from the Governor’s Office of Planning and Budget for the purposes of financing the development of River Pointe II/Phase II;

BE IT RESOLVED, that the Secretary of SCB and/or her designee is hereby authorized to review, approve and execute all applications, certificates, affidavits, agreements, documents and other writings the Secretary shall deem to be necessary or desirable in the consummation of the funding applications herein contemplated;

BE IT FURTHER RESOLVED, that all acts, transactions, or agreements undertaken prior hereto by the Secretary of SCB or her designee, in connection with the foregoing matters are hereby ratified and confirmed as the valid actions of SCB, effective as of the date such actions were taken; and

BE IT FURTHER RESOLVED, that the Secretary is hereby authorized and directed for and on behalf of, and as the act and deed of SCB, to take such further action in the consummation of the funding applications herein contemplated and to do any and all other acts and things necessary or proper in furtherance thereof, as the Secretary shall deem to be necessary or desirable, and all acts heretofore taken by the designee of the Secretary to such end are hereby expressly ratified and confirmed as the acts and deeds of SCB.

This resolution shall be in full force and effect from and upon its adoption.

BE IT SO RESOLVED this 14th day of June, 2022.

SAVANNAH COMMUNITY BUILDERS, INC.

By: _____
Wanda Parrish, President

Attest:

Earline Wesley Davis, Secretary



Agenda Item No. 4 – *New Business*
CANCELLATION OF JULY
BOARD OF COMMISSIONERS MEETING

RECOMMENDED ACTION:

Cancel Board of Commissioners regular meeting for the month of July.

BACKGROUND:

As has become a tradition, the Board of Commissioners generally takes a summer break and cancels its July meeting.

ANALYSIS:

None

COMMENTS:

If the Board is so inclined, action may be taken to cancel the next regular meeting, scheduled for Tuesday, July 12, 2022.

LEGAL CONSIDERATIONS:

None

FINANCIAL CONSIDERATIONS:

None

BOARD CONSIDERATION AND ACTION:

Cancel Board of Commissioners regular meeting for the month of July.



Agenda Item No. 5 – *New Business* EXECUTIVE DIRECTOR’S REPORT

RECOMMENDED ACTION:

For information

NAHRO CEO:

After the confirmation of former NAHRO CEO Adrienne Todman as Deputy Secretary of HUD, the NAHRO Board of Governors designated Mike Gerber as interim CEO of the association. Mike was then serving as CEO of the Housing Authority of the City of Austin (HACA). He continued in that role as well as the additional duties of interim NAHRO CEO. A nationwide search was conducted to hire a CEO.

Mike Gerber served in multiple leadership positions, including chair of the Strategic Plan Advisory Committee and the Legislative Network, and as CEO of HACA since 2012. Gerber served as Interim CEO of NAHRO until May 2, 2022.

The NAHRO Board of Governors announced the appointment of **Mark Thiele** as NAHRO’s new CEO, effective May 2, 2022. Thiele is a respected housing leader and most recently served as Interim CEO of the Houston Housing Authority, one of the nation’s largest public housing agencies. He has deep expertise working in housing and community development, from critical programs such as public housing and Housing Choice Vouchers, to newer initiatives such as Moving to Work and the Rental Assistance Demonstration.

“I am deeply honored to be selected to serve as NAHRO’s next CEO. NAHRO is the premier association for housers and community builders and I am proud to have been a member for nearly two decades. We will work hard, build on our strong foundation—ensuring our voice is heard on Capitol Hill and at HUD, providing outstanding professional development and training opportunities, and returning to exceptional in-person conferences and gatherings. It is a privilege to be asked to serve NAHRO’s 20,000 members, and I look forward to working with you to make a difference in the lives of those in need across our nation.” (Mark Thiele).

Assistant Secretary for Housing and the Federal Housing Commissioner:

Julia Gordon was sworn in on Friday May 20, 2022, as the U. S. Department of Housing and Urban Development’s Assistant Secretary for Housing and the Federal Housing Commissioner. The Senate confirmed Commissioner Gordon on May 12, 2022.

“I’m honored to serve in the Biden-Harris Administration as HUD’s Assistant Secretary for Housing as the Commissioner of the Federal Housing Administration, and for the

opportunity to ensure that our communities have the equitable opportunity to thrive. HUD's office of Housing and the Federal Housing Administration are critical to the department's work, and I'm delighted to be a part of a strong team in strengthening our communities and meeting urgent needs in the housing market. I look forward to joining Secretary Fudge and HUD in delivering our mission to create affordable and inclusive communities and quality homes for all." (Julia Gordon)

HUD Savannah Visit:

Mayor Van Johnson engaged with HUD to request support around gun violence in and around Savannah public housing. HUD scheduled a meeting on May 24, 2022 as a follow up to provide potential resources.

The zoom meeting included from HUD Region IV, Mr. Jose Alvarez, Regional Administrator, Ms. Shea Johnson, GA Operations Director, Ms. Adrian Fields, Office of Community Planning and Development Director, Mr. Robert Kenner, GA Public and Indian Housing Director and Roxanne McIver, Program Manager, CPD, and from HUD Headquarters (D.C.) Mr. David Gonzalez Rice, Special Assistant for Housing and Services, Office of the Secretary, Mr. Richard Cho, Senior Advisor for Housing and Services, Office of the Secretary, Mr. James Crawford, Special Assistant to the Assistant Secretary Office of Public and Indian Housing, Mr. Calvin Johnson, Deputy Assistant Secretary for Research, Evaluation and Monitoring, Mr. Robert Mulderig, Deputy Assistant Secretary for Public Housing Investments, Mr. Kevin Bush, Deputy Assistant Secretary for Grant Programs, CPD, Ms. Jessie Handforth Kome, Director, Office of Block Grant Assistance, CPD, Mr. Alan Williams, Deputy Assistant Secretary for Intergovernmental Affairs, Ms. Nicole Linder, Senior Advisor, Intergovernmental Relations. From the City of Savannah, Ms. Taffanye Young, Chief Community Services Officer, Chief Roy Minter, Chief of Police for the Savannah Police Department, Mr. John Bush, Director, Office of Neighborhood and Safety Engagement, and the Housing Authority, Ms. Earline Davis, Executive Director and Ms. Yolanda Fontaine, Director of Property Management.

On Thursday, June 9, 2022, Dr. Calvin Johnson, Deputy Assistant Secretary for Research, Evaluation, and Monitoring was in Savannah and met with City Manager Jay Melder, Chief Taffanye Young, Mr. John Bush, Chief Roy Minter, Deputy Chief Lenny Gunter, the Housing Authority and Director, Deputy Director, Director of Property Management and the Facilities Director.

Dr. Johnson's visit was a follow-up to Mayor Johnson's May 24 zoom meeting with HUD regarding crime in and near public housing and resources. The group, less the City Manager, Chief and Deputy Chief, drove and walked parts of Yamacraw, Frazier, and Kayton. We also drove through Sustainable Fellwood, Ashley Midtown and the View.

There are several initiatives that are being employed by the City, HUD funded programs in place at HAS that are having positive results, but more needs to be done. We will continue to coordinate the efforts of HUD, HAS and the City.

Chatham County reopens Emergency Rental Assistance Program with \$13 million in federal grant:

The Chatham County Emergency Rental Assistance (ERA) program has reopened to distribute millions for rent and utility bills to assist local renters. Chatham County has contracted with vendors; Chatham-Savannah Homeless Authority, Economic Opportunity Authority, Family Promise, Greenbriar Children’s Center, Park Place Outreach, The Salvation Army, Union Mission, United Way and Georgia Micro-Enterprise Network.

Qualified renters may apply for up to 18 months of relief for unpaid utility bills and rent. To qualify renters must be at-risk of eviction for nonpayment, have been unemployed for 90 days or more, or have a household income that 50% or less than the area median income, which in Chatham County is at or less than \$28,869.50.

FY 2022 Annual Plan Approval:

The HUD Atlanta Field Office issued its approval of the FY 2022 Annual Plan on June 6, 2022.

HAS Deputy Director:

I am pleased to announce that Kenneth Clark has joined the Housing Authority of Savannah as its new Deputy Director, effective May 31. As many of you will remember, Ken was previously the HAS Director of Development Services from 2016 until 2019.

Ken brings with him over 25 years of experience in the development and preservation of affordable housing and innovative programs that contribute to the long-term health and vitality of communities plagued by blight and the lack of capital investment.

As an employee and consultant, Ken has worked with public housing authorities (PHAs) to structure and close mixed-income and affordable housing transactions using various forms of financing including low-income housing tax credits, tax-exempt bonds, HUD Capital and Replacement Housing Factor Funds, and other public and private sources. Ken has extensive experience with HUD’s Rental Assistance Demonstration (RAD) program and has assisted PHAs across the nation to evaluate repositioning opportunities for their real estate portfolios, submit RAD applications and Financing Plans, and close RAD transactions. He has also contributed to IT-enabled business transformation initiatives for the Atlanta Housing Authority and the Puerto Rico Public Housing Administration, where Yardi was implemented as the enterprise-wide housing management solution.

Prior to returning, Ken was Chief Financial Officer at Atlanta Housing Authority (AHA). He provided leadership in various finance and real estate roles at AHA for fifteen years. Ken has also served as Deputy Executive Director – Real Estate at the Housing Authority of Little Rock. On the private side, Ken has held key operations roles with JDN Realty Corporation, a national developer and owner of retail shopping centers, and Amoco Corporation.

Ken holds a Bachelor of Arts degree from Morehouse College and is an Executive MBA candidate at Georgia Tech. He is certified by the National Development Council as a Housing Development Finance Professional and is a 2019 graduate of Leadership Savannah.

Please join me in welcoming Ken back to the Housing Authority of Savannah in this new role.

NAHRO Future Conferences:

2022 Online Summer Symposium and Virtual Hill Day: August 2-3

2022 National Conference and Exhibition: September 22-24, Marriott Marquis San Diego

2023 Washington Conference: March 6-8, Washington D. C.