



**May 9, 2023**

**Board of Commissioners  
Regular Meeting &  
Annual 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*

**Michael Holland**

*Term Expires: 01/04/2027*

**Brynn Grant**

*Term Expires: 01/04/2028*

**Earline Wesley Davis, Executive Director**

Administrative Office

1407 Wheaton Street

Savannah, GA 31404



**TENTATIVE AGENDA**

**REGULAR BOARD OF COMMISSIONERS MEETING**

Tuesday, May 9, 2023, 12:15 p.m.

HAS Administrative Office, 1407 Wheaton Street, Building A

**MEETING CALL TO ORDER: WANDA PARRISH, CHAIRWOMAN**

**MOMENT OF SILENCE**

1. Consent Agenda\* ..... Wanda Parrish, Chairwoman

*Recommended Action: Approve*

(A) Minutes of April 11, 2023 Regular Meeting and April 19, 2023 Special Meeting

(B) Financial Report

(C) Resident Services Report

(D) 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. Contract for Rental of Window and Door Security Screens for Vacant Property ... Carl Edwards, Procurement Manager

*Recommended Action: Award*

3. SEMAP Certification ..... Lynn Coleman, Director of Assisted Housing Programs

*Recommended Action: Adopt Certification and Accompanying Board Resolution No. 05-23-01*

4. Property and Asset Management Report ..... Yolanda Fontaine, Director of Property Management  
Rafaella Nutini, Director of Asset Management

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

**\*\*\* ANNUAL BOARD OF COMMISSIONERS MEETING TO IMMEDIATELY FOLLOW. \*\*\***



## 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.

Reports included in the consent agenda have been compiled under the direction of HAS’s leadership team that includes:

- Earline Wesley Davis, Executive Director
- Kenneth Clark, Deputy Director
- Lynn Coleman, Director of Assisted Housing Programs
- Robert Faircloth, Director of Finance
- Yolanda Fontaine, Director of Property Management
- Shannell Hardwick, Director of Human Resources
- Robert Marshall, Director of Construction Management
- Rafaella Nutini, Director of Asset Management
- Tammy Brawner, Management Analyst

### 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) April 11, 2023 Regular Meeting Minutes and April 19, 2023 Special Meeting Minutes	Approve Minutes
(B) Financial Report	Receive Report
(C) Resident Services Report	Receive Report
(D) Assisted Housing Programs Report	Receive Report

### BOARD CONSIDERATION AND ACTION:

Approve Consent Agenda

## Consent Agenda Item (A)

### MEETING MINUTES

**The proposed minutes of the April 11, 2023 regular meeting and April 19, 2023 special meeting are presented on the following pages for approval.**

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

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Wanda Parrish  
Chairwoman

Darrel Daise  
Vice Chairman

Brynn Grant

Edward Gresham

Michael Holland

**DRAFT FOR APPROVAL**  
**REGULAR MEETING**  
**OF THE BOARD OF COMMISSIONERS OF THE**  
**HOUSING AUTHORITY OF SAVANNAH**  
**April 11, 2023**

The Board of Commissioners of the Housing Authority of Savannah met in regular session at the office of the Housing Authority of Savannah, 1407 Wheaton Street – Building A Room 205 beginning at 12:15 p.m. on Tuesday, April 11, 2023. Chairwoman Wanda Parrish called the meeting to order and upon roll call those present and absent were as follows:

Present:       Wanda Parrish, Chairwoman  
                  Darrel Daise, Vice Chairman  
                  Brynn Grant (late arrival)  
                  Edward Gresham (late arrival)  
                  Michael Holland

Absent:         None

Also present were Executive Director Earline Wesley Davis, Deputy Director Kenneth Clark, Director of Assisted Housing Payments Lynn Coleman, Director of Finance Robert Faircloth, Director of Property Management Yolanda Fontaine, Director of Human Resources Shannell Hardwick, Director of Construction Management Robert Marshall, Director of Asset Management Rafaella Nutini, Management Analyst Tammy Brawner, and Procurement Manager Carl Edwards. Attorney Dana Braun of Ellis, Painter, Ratterree, & Adams LLP was also in attendance.

The Chairwoman opened the meeting with a moment of silence.

**APPROVAL OF CONSENT AGENDA**

The Consent Agenda included Board Resolution 03-23-01, Board Resolution 03-23-02, minutes of the February 14, 2023 regular meeting; minutes of March 9, 2023 special meeting; Financial Services Report; Development Services Report; Asset Management Report; Resident Services Report; and Assisted Housing Programs Report. Commissioner Daise made a motion to approve the consent agenda. Commissioner Holland seconded the motion and it passed unanimously.

**AWARD OF CONTRACT FOR ELECTRICAL PANEL INSTALLATION AT SINGLE FAMILY HOMES**

Procurement Manager Carl Edwards addressed the Board by stating that the Housing Authority of Savannah (HAS) requires the services of a qualified licensed and bonded contractor for installation of electrical panels at Single Family Homes.

An Invitation for Bids (IFB) was published on March 6, 2023 through the Housing Agency Marketplace e-Procurement system. Notices of the IFB publication were printed in the *Savannah Morning News* and *The Savannah Tribune* publications and posted to the websites of HAS and the Public Housing Authorities Directors Association, respectively.

Three submissions were received by the deadline of Friday, March 31, 2023. The responsive bids are as follows:

Mid Atlantic Renovation, Inc.	\$427,325.00
HHO, Inc.	\$480,000.00
OVS General Contracting and Construction, LLC	\$484,081.61

All bids were within the initial cost estimate for the project. All project costs qualify as capital expenditures and will be funded by HUD Capital Fund Program grants.

Commissioner Parrish, Commissioner Daise, and Commissioner Holland were present for the vote. Commissioner Holland made a motion, seconded by Commissioner Daise, to award the contract to Mid Atlantic Renovations, Inc., with a provision that HAS may execute a contract with the next lowest bidder should it not be able to execute a contract with the awardee. The motion passed unanimously.

**AWARD OF CONTRACT FOR LANDSCAPING SERVICES**

Mr. Edwards continued by stating that HAS requires the services of a qualified licensed and insured landscapers to supplement to the daily operation of the Agency. The successful firm(s) will provide seasonal comprehensive clean-up of the grounds and on-going mowing and trimming services.

A Request for Proposals (RFP) was published to procure Landscaping Services, on November 21, 2022, through the Housing Agency Marketplace e-Procurement system. Notices of the IFB publication were printed in the *Savannah Morning News* and *The Savannah Tribune* publications and posted to the websites of HAS and the Public Housing Authorities Directors Association, respectively.

Three proposal packages (one package received was deemed unresponsive) were received and reviewed by a four-member review panel. The final results with proposed costs are below:

Lot #1 Herbert Kayton Homes	Rare Earth Management, Inc.	\$36,330.00
Lot #2 Simon Frazier Homes	Rare Earth Management, Inc.	\$46,286.00
Lot #3 Yamacraw	Rare Earth Management, Inc.	\$39,655.00
Lot #4 Francis Bartow Place*	Southern Landscape Management	\$7,200.00
Lot #5 Marcus Stubbs Towers	Rare Earth Management, Inc.	\$10,680.00
Lot #6 Horace Stillwell Towers	Rare Earth Management, Inc.	\$21,130.00
Lot #7 Pickens Patterson Terrace	Rare Earth Management, Inc.	\$38,230.00
Lot #8 Single Family Homes	Rare Earth Management, Inc.	\$23,980.00
Lot #9 Eight Hope VI Sites	Rare Earth Management, Inc.	\$15,620.00
Lot #10 Neighborhood Resource Center Complex	Rare Earth Management, Inc.	\$16,380.00

Mr. Edwards conveyed that the proposed contract will be for one (1) year with four (4), one (1) year options. There will be no price escalation over the potential maximum five (5) year contract period and the annual not-to-exceed total proposed cost for all neighborhoods is \$255,491.00.

Commissioner Parrish, Commissioner Daise, and Commissioner Holland were present for the vote. Commissioner Daise made a motion to award the Landscape contracts to the first place proposer for each Lot, providing HAS the power to execute a contract with the second place proposer, and sequentially any other proposer who meets the minimum score of 70, should it not be able to execute a contract, and/or the contracted vendor can no longer fulfill the obligations of the contract at any time during the potential five (5) year contract term. Commissioner Holland seconded the motion and it passed unanimously.

**AWARD CONTRACT FOR REPLACEMENT OF 230 PTAC UNITS AT HORACE STILLWELL TOWERS**

The Housing Authority of Savannah requires the services of a qualified licensed and bonded contractor to provide the replacement of replacement of (230) packaged terminal air conditioner (PTAC) units at the Stillwell Towers Building. Mr. Edwards explained that an IFB was published on March 13, 2023 through the Housing Agency Marketplace e-Procurement

system. Notices of the IFB publication were printed in the *Savannah Morning News* and *The Savannah Tribune* publications and posted to the websites of HAS and the Public Housing Authorities Directors Association, respectively.

Two submissions were received by the deadline on March 31, 2023. The responsive bids were as follows:

Blackshear Enterprises, Inc.	\$424,133.80
SDG Construction Services, Inc.	\$563,500.00

Commissioner Grant had arrived during the discussion; therefore, Commissioner Parrish, Commissioner Daise, Commissioner Grant, and Commissioner Holland were present for the vote.

After some discussion, in which Mr. Edwards discussed cost analysis related to the project, Commissioner Grant made a motion to award the contract to Blackshear Enterprises, Inc., providing HAS the power to execute a contract with the next lowest bidder should the it not be able to execute a contract with the current lowest bidder. The motion was seconded by Commissioner Gresham and unanimously approved.

**EXECUTIVE REPORT**

The Executive Director provided her report to the Commissioners. Commissioner Gresham arrived during the report.

There being no further business, the Chairwoman declared the meeting adjourned at 12:55 p.m.

\_\_\_\_\_  
Secretary

ATTEST:

\_\_\_\_\_  
Chairwoman

Approval Date: May 9, 2023



**DRAFT FOR APPROVAL**

**MINUTES OF THE SPECIAL MEETING  
OF THE BOARD OF COMMISSIONERS OF THE  
HOUSING AUTHORITY OF SAVANNAH**

**April 19, 2023**

The Board of Commissioners of the Housing Authority of Savannah met in special session at the office of the Housing Authority of Savannah, 1407 Wheaton Street – Building A Room 205 beginning at approximately 9:00 a.m., Wednesday, April 19, 2023. The meeting was called to order and those present and absent were as follows:

Present: Wanda Parrish, Chairwoman  
Darrel Daise, Vice Chairman  
Edward Gresham  
Michael Holland

Absent: Brynn Grant

Also present were Deputy Director Kenneth Clark, Director of Assisted Housing Programs Lynn Coleman, Director of Finance Robert Faircloth, Director of Property Management Yolanda Fontaine, Director of Construction Management Robert Marshall, Director of Asset Management Rafaella Nutini, and Management Analyst Tammy Brawner.

**PHAS AND SEMAP WORKSHOP**

The workshop began with an overview of HUD’s Public Housing Assessment System (PHAS) by Management Analyst Tammy Brawner.

Deputy Director Kenneth Clark then gave a presentation of the Housing Authority’s FY 2022 PHAS score, along with a seven-point plan outline related to the PHAS physical indicator for Board review.

The workshop concluded with an overview of the Section 8 Management Assessment Program (SEMAP) by Director of Assisted Housing Programs Lynn Coleman. The SEMAP certification will be included on the upcoming regular meeting agenda for the month of May.

There being no further business, the Chairwoman declared the meeting adjourned at 11:20 a.m.

\_\_\_\_\_  
Secretary

ATTEST:

\_\_\_\_\_  
Chairwoman

Approval Date: May 11, 2023

## Consent Agenda Item (B)

### FINANCE

#### BUDGET-VS-ACTUAL REPORT

#### *PERIOD ENDING 03/31/2023*

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

**All funds are currently in a process of Year End Close Out and compilation for HUD submission as unaudited financials. Once the Year End Close Out, which may include needed adjustments, is completed, this Budget-vs-Actual Report for period 03/31/2023 will be resubmitted to the board.**

#### **CENTRAL OFFICE COST CENTER (COCC) FOR YEAR TO DATE MARCH 2023**

##### **Analysis & Comments**

- Total Revenue reflects a negative cumulative budget variance of \$ 524,090.
  - Capital Fund Administration fees have not yet all 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 negative cumulative budget variance of \$ 276,388.
- Fund Reports a cumulative loss of \$ 619,236, tracking over budget by \$ 800,478.

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.

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## **PUBLIC HOUSING (AMP) REPORTING FOR YEAR TO DATE MARCH 2023**

### **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. Interproperty fungible resources will also be processed as a part of year-end close.

#### *AMP 2 – Simon Frazier Homes*

- Total Revenue reflects a negative cumulative budget variance of \$ 569,654.
- Total Operating Expenses reflect a positive cumulative budget variance of \$ 430,540.

Reports a cumulative profit of \$ 218,225 tracking over budget by 139,115.

#### *AMP 3 – Pickens Patterson Terrace, Single Family Homes*

- Total Revenue reflects a negative cumulative budget variance of \$ 590,412.
- Total Operating Expenses reflect a positive cumulative budget variance of \$ 418,764.

Reports a cumulative loss of \$ 182,607, tracking over budget by \$ 171,648.

#### *AMP 4 – Horace Stillwell Towers*

- Total Revenue reflects a negative cumulative budget variance of \$ 467,852.
- Total Operating Expenses reflect a negative cumulative budget variance of \$ 6,125.

Reports a cumulative loss of \$ 128,889, tracking over budget by \$ 473,976.

#### *AMP 6 – Yamacraw Village*

- Total Revenue reflects a negative cumulative budget variance of \$ 764,007.
- Total Operating Expenses reflect a positive cumulative budget variance of \$ 546,425.

Reports a cumulative profit of \$ 357,935, tracking over budget by \$ 217,582.

## **SCB KAYTON, LLC FOR YEAR TO DATE MARCH 2023**

### **Analysis & Comments**

- Total Revenue reflects a negative cumulative budget variance of \$ 48,488.
- Total Operating Expenses reflect a negative cumulative budget variance of \$ 332,279.

Reports a cumulative loss of \$ 155,263, tracking over budget by \$ 380,767.

Annual Replacement Reserve contributions still need to be accrued as of 03/31/2023.

## **LOCAL FUND FOR YEAR TO DATE MARCH 2023**

### **Analysis & Comments**

- Total Revenue reflects a positive cumulative budget variance of \$ 365,912.
- Total Operating Expenses reflect a positive cumulative budget variance of \$ 192,884.

Reports a cumulative profit of \$ 621,286 tracking under budget by \$ 558,796.

## **BOND FUND FOR YEAR TO DATE MARCH 2023**

### **Analysis & Comments**

- Total Revenue reflects a negative cumulative budget variance of \$ 149,635.
- 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 \$ 2,142.

Reports a cumulative profit of \$ 200,786, tracking over budget by \$ 147,494.

## **HOUSING ASSISTANCE PAYMENTS PROGRAMS FOR YEAR TO DATE MARCH 2023**

### *Housing Choice Voucher Program*

- 1) The Administrative Section is reporting a cumulative profit of \$ 172,060, tracking under budget by \$ 316,716.
- 2) HAP Expenses are \$ 24,819,884 year to date. The Program Section is reporting a cumulative loss of \$ 1,307,753. 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 \$ 29,553, tracking under budget by \$ 22,706.
- 2) HAP Expenses are \$ 968,756 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 profit of \$ 7,310, reflecting a positive budget variance of \$ 9,900.
- 2) HAP Expenses are \$ 68,640 year to date. The Program Section is reporting a cumulative loss of \$0. 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:	March-23							
	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			
<b>Year to Date Administrative Profit/(Loss)</b>	(619,236)	218,225	(182,607)	(128,889)	357,935	(155,263)	621,286	200,786
<b>Fiscal Year 2022 Unaudited Ending Balance for Unrestricted Net Position:</b>	1,467,558	1,370,163	465,348	1,204,785	1,461,878	669,316	10,295,874	3,416,094
<b>Year to Date Balance of Unrestricted Net Position:</b>	<u>848,322</u>	<u>1,588,388</u>	<u>282,741</u>	<u>1,075,896</u>	<u>1,819,813</u>	<u>514,053</u>	<u>10,917,160</u>	<u>3,616,880</u>

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

Reporting Month: **March-23**

**HAP Fund**

	<b>Housing Choice Voucher Program</b>	<b>Shelter Plus Care Program</b>	<b>Single Room Occupancy Program</b>
	<b>Admin Section</b>	<b>Admin Section</b>	<b>Admin Section</b>
Year to Date Administrative Profit/(Loss)	172,060	29,553	7,310
Fiscal Year 2022 Unaudited Ending Balance for Unrestricted Net Position:	1,782,594	1,078,394	198,539
Year to Date Balance of Unrestricted Net Position:	<u>1,954,654</u>	<u>1,107,947</u>	<u>205,849</u>
	<b>Program Section</b>	<b>Program Section</b>	<b>Program Section</b>
Year to Date Section 8 Programs Profit/(Loss)	0	0	0
Fiscal Year 2022 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.	<u>0</u>	<u>0</u>	<u>0</u>
Year to Date Profit/(Loss) Combined Total for all Section 8 Activities:	<u><u>172,060</u></u>	<u><u>29,553</u></u>	<u><u>7,310</u></u>



HOUSING AUTHORITY OF SAVANNAH, GA  
Funds : 250 - CENTRAL OFFICE COST CENTER  
For March 2023  
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)
<b>Revenue</b>						
Total Tenant Revenue	0	0	0	0	0	0
Total Grant Revenue	0	54,030	(54,030)	0	648,415	(648,415)
Total Investment Revenue - Unrestricted	4,002	10	3,992	13,658	186	13,472
Total Investment Revenue - Restricted	0	0	0	0	0	0
Total Other Revenue	3,125	8,327	(5,202)	18,871	99,968	(81,097)
Total Management Fee Revenue	78,827	82,001	(3,174)	958,817	983,990	(25,173)
Total Bookkeeping Fee Revenue	27,608	28,181	(574)	334,478	338,172	(3,695)
Total Asset Management Fee Revenue	0	6,870	(6,870)	0	82,440	(82,440)
Total Admin Fee Revenue	0	0	0	303,257	0	303,257
<b>Total Revenue</b>	<b>113,561</b>	<b>179,419</b>	<b>(65,858)</b>	<b>1,629,081</b>	<b>2,153,171</b>	<b>(524,090)</b>
<b>Expenses</b>						
Total Administrative	400,502	146,659	(253,843)	1,980,026	1,760,249	(219,777)
Total Tenant Services	0	0	0	66	0	(66)
Total Utilities	4,370	2,938	(1,432)	40,387	35,300	(5,087)
Total Ordinary Maintenance & Operation	250	5,191	4,941	127,976	62,248	(65,728)
Total Protective Services	0	354	354	671	4,314	3,643
Total Insurance Premiums	18,581	4,866	(13,715)	84,178	58,249	(25,929)
Total General Expenses	2,349	4,291	1,942	15,014	51,569	36,555
Total Interest Expense and Amortization	0	0	0	0	0	0
<b>Total Operating Expenses</b>	<b>426,052</b>	<b>164,299</b>	<b>(261,753)</b>	<b>2,248,317</b>	<b>1,971,929</b>	<b>(276,388)</b>
<b>Excess Operating Revenue Over Operating Expenses</b>	<b>(312,491)</b>	<b>15,120</b>	<b>(327,611)</b>	<b>(619,236)</b>	<b>181,242</b>	<b>(800,478)</b>
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
<b>Excess (Deficiency) of Revenue Over Expenditures</b>	<b>(312,491)</b>	<b>15,120</b>	<b>(327,611)</b>	<b>(619,236)</b>	<b>181,242</b>	<b>(800,478)</b>
Total Asset Purchases	113	788	675	1,500	9,500	8,000

HOUSING AUTHORITY OF SAVANNAH, GA  
Funds : 011 - Simon Frazier Homes  
For March 2023  
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)
<b>Revenue</b>						
Total Tenant Revenue	35,960	34,794	1,166	415,334	417,550	(2,216)
Total Grant Revenue	56,402	163,633	(107,231)	1,356,215	1,963,794	(607,579)
Total Investment Revenue - Unrestricted	2,028	79	1,949	7,356	970	6,386
Total Investment Revenue - Restricted	0	0	0	0	0	0
Total Other Revenue	5,202	1,717	3,485	54,414	20,659	33,755
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
<b>Total Revenue</b>	<b>99,593</b>	<b>200,223</b>	<b>(100,630)</b>	<b>1,833,319</b>	<b>2,402,973</b>	<b>(569,654)</b>
<b>Expenses</b>						
Total Administrative	44,288	62,415	18,127	744,781	749,310	4,529
Total Tenant Services	1,886	1,480	(406)	4,609	17,782	13,173
Total Utilities	14,572	14,702	130	171,380	176,589	5,209
Total Ordinary Maintenance & Operation	75,935	73,136	(2,799)	557,814	877,775	319,961
Total Protective Services	169	90	(79)	1,291	1,135	(156)
Total Insurance Premiums	9,265	9,206	(59)	96,472	110,450	13,978
Total General Expenses	43,117	9,380	(33,737)	38,747	112,593	73,846
Total Interest Expense and Amortization	0	0	0	0	0	0
<b>Total Operating Expenses</b>	<b>189,232</b>	<b>170,409</b>	<b>(18,823)</b>	<b>1,615,094</b>	<b>2,045,634</b>	<b>430,540</b>
<b>Excess Operating Revenue Over Operating Expenses</b>	<b>(89,639)</b>	<b>29,814</b>	<b>(119,452)</b>	<b>218,225</b>	<b>357,339</b>	<b>(139,115)</b>
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
<b>Excess (Deficiency) of Revenue Over Expenditures</b>	<b>(89,639)</b>	<b>29,814</b>	<b>(119,452)</b>	<b>218,225</b>	<b>357,339</b>	<b>(139,115)</b>
 Total Asset Purchases	 0	 31,679	 31,679	 225	 380,203	 379,978

HOUSING AUTHORITY OF SAVANNAH, GA  
Funds : 016 - Patterson Terrace Homes, 017 - Single Family Homes  
For March 2023  
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)
<b>Revenue</b>						
Total Tenant Revenue	37,285	34,929	2,356	358,307	419,137	(60,830)
Total Grant Revenue	14,763	69,697	(54,933)	399,265	917,226	(517,961)
Total Investment Revenue - Unrestricted	1,521	881	640	5,233	10,572	(5,339)
Total Investment Revenue - Restricted	0	0	0	0	0	0
Total Other Revenue	5,118	2,272	2,846	23,556	29,839	(6,283)
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
<b>Total Revenue</b>	<b>58,687</b>	<b>107,779</b>	<b>(49,092)</b>	<b>786,362</b>	<b>1,376,774</b>	<b>(590,412)</b>
<b>Expenses</b>						
Total Administrative	17,024	32,635	15,612	408,260	401,032	(7,229)
Total Tenant Services	1,766	2,572	806	3,688	31,691	28,003
Total Utilities	5,908	4,039	(1,869)	42,681	50,310	7,630
Total Ordinary Maintenance & Operation	30,652	57,305	26,652	381,479	708,483	327,005
Total Protective Services	0	66	66	647	748	101
Total Insurance Premiums	7,064	8,167	1,103	92,036	98,426	6,390
Total General Expenses	41,360	7,516	(33,844)	40,178	97,043	56,865
Total Interest Expense and Amortization	0	0	0	0	0	0
<b>Total Operating Expenses</b>	<b>103,774</b>	<b>112,300</b>	<b>8,526</b>	<b>968,969</b>	<b>1,387,733</b>	<b>418,764</b>
<b>Excess Operating Revenue Over Operating Expenses</b>	<b>(45,087)</b>	<b>(4,521)</b>	<b>(40,566)</b>	<b>(182,607)</b>	<b>(10,959)</b>	<b>(171,648)</b>
Total Depreciation and Amortization	0	0	0	0	0	0
Total Housing Assistance Payments	0	0	0	0	0	0
Total Other Expenses	0	499	499	1,805	5,933	4,128
Total Other Financing Sources (Uses)	0	(20,462)	(20,462)	0	(245,643)	(245,643)
<b>Excess (Deficiency) of Revenue Over Expenditures</b>	<b>(45,087)</b>	<b>15,442</b>	<b>(60,529)</b>	<b>(184,412)</b>	<b>228,751</b>	<b>(413,162)</b>
Total Asset Purchases	31	17,933	17,902	337	215,311	214,974

HOUSING AUTHORITY OF SAVANNAH, GA  
Funds : 008 - Horace Stillwell Towers  
For March 2023  
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)
<b>Revenue</b>						
Total Tenant Revenue	37,110	37,719	(609)	468,867	452,694	16,173
Total Grant Revenue	28,602	72,507	(43,905)	671,840	870,128	(198,288)
Total Investment Revenue - Unrestricted	808	25	783	3,374	333	3,041
Total Investment Revenue - Restricted	0	0	0	0	0	0
Total Other Revenue	48,382	43,188	5,194	229,445	518,223	(288,778)
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
<b>Total Revenue</b>	<b>114,902</b>	<b>153,439</b>	<b>(38,537)</b>	<b>1,373,526</b>	<b>1,841,378</b>	<b>(467,852)</b>
<b>Expenses</b>						
Total Administrative	40,453	29,410	(11,043)	497,166	352,733	(144,433)
Total Tenant Services	4,323	6,209	1,886	53,521	74,662	21,141
Total Utilities	21,255	11,172	(10,083)	139,325	133,965	(5,360)
Total Ordinary Maintenance & Operation	41,790	57,109	15,319	547,897	685,462	137,565
Total Protective Services	19,270	7,614	(11,656)	129,900	91,357	(38,543)
Total Insurance Premiums	9,796	4,219	(5,577)	97,315	50,562	(46,753)
Total General Expenses	36,526	8,967	(27,559)	37,291	107,549	70,258
Total Interest Expense and Amortization	0	0	0	0	0	0
<b>Total Operating Expenses</b>	<b>173,411</b>	<b>124,700</b>	<b>(48,711)</b>	<b>1,502,415</b>	<b>1,496,290</b>	<b>(6,125)</b>
<b>Excess Operating Revenue Over Operating Expenses</b>	<b>(58,509)</b>	<b>28,739</b>	<b>(87,248)</b>	<b>(128,889)</b>	<b>345,088</b>	<b>(473,976)</b>
Total Depreciation and Amortization	0	0	0	0	0	0
Total Housing Assistance Payments	0	0	0	0	0	0
Total Other Expenses	(8,985)	0	8,985	89,850	0	(89,850)
Total Other Financing Sources (Uses)	0	13,743	13,743	0	164,883	164,883
<b>Excess (Deficiency) of Revenue Over Expenditures</b>	<b>(49,524)</b>	<b>14,996</b>	<b>(64,520)</b>	<b>(218,739)</b>	<b>180,205</b>	<b>(398,943)</b>
Total Asset Purchases	1,252	11,509	10,257	4,713	138,163	133,450

HOUSING AUTHORITY OF SAVANNAH, GA  
Funds : 002 - Yamacraw Village  
For March 2023  
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)
<b>Revenue</b>						
Total Tenant Revenue	51,186	33,867	17,319	452,500	406,426	46,074
Total Grant Revenue	67,446	215,289	(147,843)	1,823,889	2,583,622	(759,733)
Total Investment Revenue - Unrestricted	5,940	105	5,835	20,380	1,205	19,175
Total Investment Revenue - Restricted	0	0	0	0	0	0
Total Other Revenue	13,001	14,184	(1,183)	100,608	170,131	(69,523)
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
<b>Total Revenue</b>	<b>137,573</b>	<b>263,445</b>	<b>(125,872)</b>	<b>2,397,377</b>	<b>3,161,384</b>	<b>(764,007)</b>
<b>Expenses</b>						
Total Administrative	79,480	61,837	(17,643)	750,545	742,242	(8,303)
Total Tenant Services	2,691	3,945	1,254	35,286	47,450	12,164
Total Utilities	26,677	16,040	(10,637)	176,528	192,392	15,864
Total Ordinary Maintenance & Operation	136,329	110,531	(25,798)	828,125	1,326,251	498,126
Total Protective Services	0	56	56	10,610	628	(9,982)
Total Insurance Premiums	20,761	11,087	(9,674)	164,615	133,044	(31,571)
Total General Expenses	83,365	11,992	(71,373)	73,733	143,860	70,127
Total Interest Expense and Amortization	0	0	0	0	0	0
<b>Total Operating Expenses</b>	<b>349,304</b>	<b>215,488</b>	<b>(133,816)</b>	<b>2,039,442</b>	<b>2,585,867</b>	<b>546,425</b>
<b>Excess Operating Revenue Over Operating Expenses</b>	<b>(211,730)</b>	<b>47,957</b>	<b>(259,687)</b>	<b>357,935</b>	<b>575,517</b>	<b>(217,582)</b>
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	7,528	7,528	0	90,347	90,347
<b>Excess (Deficiency) of Revenue Over Expenditures</b>	<b>(211,730)</b>	<b>40,429</b>	<b>(252,159)</b>	<b>357,935</b>	<b>485,170</b>	<b>(127,235)</b>
 Total Asset Purchases	 118	 38,966	 38,848	 516	 467,647	 467,131

HOUSING AUTHORITY OF SAVANNAH, GA  
Funds : 810 - SCB Kayton  
For March 2023  
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)
<b>Revenue</b>						
Total Tenant Revenue	20,693	19,870	823	232,155	238,440	(6,285)
Total Grant Revenue	59,813	57,579	2,234	640,080	690,948	(50,868)
Total Investment Revenue - Unrestricted	100	4	96	939	48	891
Total Investment Revenue - Restricted	0	0	0	0	0	0
Total Other Revenue	450	771	(321)	17,025	9,252	7,773
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
<b>Total Revenue</b>	<b>81,056</b>	<b>78,224</b>	<b>2,832</b>	<b>890,200</b>	<b>938,688</b>	<b>(48,488)</b>
<b>Expenses</b>						
Total Administrative	21,667	25,130	3,463	240,741	301,560	60,819
Total Tenant Services	1,038	1,209	171	14,207	14,508	301
Total Utilities	14,193	3,999	(10,194)	92,378	47,988	(44,390)
Total Ordinary Maintenance & Operation	106,665	23,276	(83,389)	617,528	279,312	(338,216)
Total Protective Services	109	80	(29)	831	960	129
Total Insurance Premiums	7,608	5,122	(2,486)	84,801	61,464	(23,337)
Total General Expenses	(5,025)	616	5,641	(5,025)	7,392	12,417
Total Interest Expense and Amortization	0	0	0	0	0	0
<b>Total Operating Expenses</b>	<b>146,254</b>	<b>59,432</b>	<b>(86,822)</b>	<b>1,045,463</b>	<b>713,184</b>	<b>(332,279)</b>
<b>Excess Operating Revenue Over Operating Expenses</b>	<b>(65,199)</b>	<b>18,792</b>	<b>(83,991)</b>	<b>(155,263)</b>	<b>225,504</b>	<b>(380,767)</b>
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
<b>Excess (Deficiency) of Revenue Over Expenditures</b>	<b>(65,199)</b>	<b>18,792</b>	<b>(83,991)</b>	<b>(155,263)</b>	<b>225,504</b>	<b>(380,767)</b>
Total Asset Purchases	0	379	379	78	4,548	4,470

HOUSING AUTHORITY OF SAVANNAH, GA  
Funds : 400 - Local Fund  
For March 2023  
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)
<b>Revenue</b>						
Total Tenant Revenue	0	0	0	0	0	0
Total Grant Revenue	0	0	0	0	0	0
Total Investment Revenue - Unrestricted	65,987	51,650	14,337	654,667	619,998	34,669
Total Investment Revenue - Restricted	0	0	0	0	0	0
Total Other Revenue	(5,858)	37,682	(43,540)	783,406	452,162	331,244
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
<b>Total Revenue</b>	<b>60,129</b>	<b>89,332</b>	<b>(29,203)</b>	<b>1,438,072</b>	<b>1,072,160</b>	<b>365,912</b>
<b>Expenses</b>						
Total Administrative	51,029	78,321	27,292	711,572	939,632	228,060
Total Tenant Services	0	337	337	0	4,000	4,000
Total Utilities	0	631	631	0	7,550	7,550
Total Ordinary Maintenance & Operation	(761)	4,057	4,818	69,674	48,750	(20,924)
Total Protective Services	0	32	32	0	450	450
Total Insurance Premiums	5,732	323	(5,409)	17,423	3,788	(13,635)
Total General Expenses	0	462	462	18,117	5,500	(12,617)
Total Interest Expense and Amortization	0	0	0	0	0	0
<b>Total Operating Expenses</b>	<b>56,001</b>	<b>84,163</b>	<b>28,162</b>	<b>816,786</b>	<b>1,009,670</b>	<b>192,884</b>
<b>Excess Operating Revenue Over Operating Expenses</b>	<b>4,128</b>	<b>5,169</b>	<b>(1,041)</b>	<b>621,286</b>	<b>62,490</b>	<b>558,796</b>
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
<b>Excess (Deficiency) of Revenue Over Expenditures</b>	<b>4,128</b>	<b>5,169</b>	<b>(1,041)</b>	<b>621,286</b>	<b>62,490</b>	<b>558,796</b>
 Total Asset Purchases	 0	 2,712	 2,712	 0	 32,500	 32,500

HOUSING AUTHORITY OF SAVANNAH, GA  
Funds : 500 - Bond Fund  
For March 2023  
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)
<b>Revenue</b>						
Total Tenant Revenue	0	0	0	0	0	0
Total Grant Revenue	0	0	0	0	0	0
Total Investment Revenue - Unrestricted	4,189	675	3,514	14,819	8,122	6,697
Total Investment Revenue - Restricted	0	0	0	0	0	0
Total Other Revenue	10,870	23,369	(12,499)	189,245	345,577	(156,332)
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
<b>Total Revenue</b>	<b>15,059</b>	<b>24,044</b>	<b>(8,985)</b>	<b>204,063</b>	<b>353,699</b>	<b>(149,635)</b>
<b>Expenses</b>						
Total Administrative	134	448	314	3,278	5,420	2,142
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
<b>Total Operating Expenses</b>	<b>134</b>	<b>448</b>	<b>314</b>	<b>3,278</b>	<b>5,420</b>	<b>2,142</b>
<b>Excess Operating Revenue Over Operating Expenses</b>	<b>14,925</b>	<b>23,596</b>	<b>(8,672)</b>	<b>200,786</b>	<b>348,279</b>	<b>(147,494)</b>
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
<b>Excess (Deficiency) of Revenue Over Expenditures</b>	<b>14,925</b>	<b>23,596</b>	<b>(8,672)</b>	<b>200,786</b>	<b>348,279</b>	<b>(147,494)</b>
Total Asset Purchases	0	0	0	0	0	0



HOUSING AUTHORITY OF SAVANNAH, GA  
Funds : 360 - Housing Choice Voucher  
For March 2023  
FDS Budget vs Actual - Summary

<b>Administrative</b>						
	This Month Actual	This Month Budget	Variance - Better (Worse)	Year-To-Date Actual	Year- To-Date Budget	Variance - Better (Worse)
<b>Revenue</b>						
HUD OPER GRNT: FSS Coordinator Receipts	0	14,382	(14,382)	142,994	172,617	(29,623)
HUD OPER SUBS: HCV ADMIN FEE	196,488	182,446	14,042	2,486,514	2,189,396	297,118
Homeownership Admin Fees	0	113	(113)	0	1,400	(1,400)
INVSTMT INC-UNRESTRICTED	10,101	34	10,067	36,847	397	36,450
FRAUD- Admin	0	375	(375)	0	4,500	(4,500)
Misc Income Account	117	0	117	9,688	0	9,688
<b>Total Revenue</b>	<b>206,705</b>	<b>197,350</b>	<b>9,355</b>	<b>2,676,043</b>	<b>2,368,310</b>	<b>307,733</b>
<b>Expenses</b>						
Total Administrative	232,554	197,020	(35,534)	2,371,711	2,364,471	(7,240)
Total Tenant Services	0	0	0	0	0	0
Total Utilities	2,235	250	(1,985)	22,733	3,022	(19,711)
Total Ordinary Maintainance & Operation	5,730	7,695	1,965	27,464	92,483	65,019
Total Protective Services	0	257	257	0	3,029	3,029
Total Insurance Premiums	11,932	4,157	(7,775)	69,908	49,961	(19,947)
Total General Expenses	1,853	0	(1,853)	12,167	0	(12,167)
Total Interest Expense and Amortization	0	0	0	0	0	0
<b>Total Operating Expenses</b>	<b>254,304</b>	<b>209,379</b>	<b>(44,925)</b>	<b>2,503,983</b>	<b>2,512,966</b>	<b>8,983</b>
<b>Excess Operating Revenue Over Operating Expenses</b>	<b>(47,598)</b>	<b>(12,029)</b>	<b>(35,569)</b>	<b>172,060</b>	<b>(144,656)</b>	<b>316,716</b>

HOUSING AUTHORITY OF SAVANNAH, GA  
 Funds : 360 - Housing Choice Voucher  
 For March 2023  
 FDS Budget vs Actual - Summary

<b>PROGRAM</b>						
	This Month Actual	This Month Budget	Variance - Better (Worse)	Year-To-Date Actual	Year- To-Date Budget	Variance - Better (Worse)
<b>Revenue</b>						
HUD OPER GRNTS: HCV	2,135,078	1,945,263	189,815	23,501,963	23,343,222	158,741
FRAUD-HAP	0	375	(375)	0	4,500	(4,500)
FSS Forfeiture Income	(6,790)	1,412	(8,202)	10,167	17,043	(6,876)
<b>Total Revenue</b>	<b><u>2,128,288</u></b>	<b><u>1,947,050</u></b>	<b><u>181,238</u></b>	<b><u>23,512,130</u></b>	<b><u>23,364,765</u></b>	<b><u>147,365</u></b>
<b>Expenses</b>						
Total Depreciation and Amortization	0	0	0	0	0	0
Total Housing Assistance Payments	2,201,015	1,946,667	(254,348)	24,819,884	23,360,058	(1,459,826)
Total Other Expenses	0	0	0	0	0	0
<b>Total Expenses</b>	<b><u>2,201,015</u></b>	<b><u>1,946,667</u></b>	<b><u>(254,348)</u></b>	<b><u>24,819,884</u></b>	<b><u>23,360,059</u></b>	<b><u>(1,459,826)</u></b>
<b>Total Other Financing Sources (Uses)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Excess (Deficiency) of Revenue Over Expenditures</b>	<b><u>(72,727)</u></b>	<b><u>383</u></b>	<b><u>(73,110)</u></b>	<b><u>(1,307,753)</u></b>	<b><u>4,706</u></b>	<b><u>(1,312,460)</u></b>
Total Asset Purchases	179	0	(179)	851	0	(851)

HOUSING AUTHORITY OF SAVANNAH, GA  
Funds : 363 - Shelter Plus Care  
For March 2023  
FDS Budget vs Actual - Summary

<b>Administrative</b>						
	This Month Actual	This Month Budget	Variance - Better (Worse)	Year-To-Date Actual	Year- To-Date Budget	Variance - Better (Worse)
<b>Revenue</b>						
ADMIN FEE INCOME: SPC	5,861	5,808	53	61,431	69,751	(8,320)
INVSTMT INC-UNRESTRICTED	1,077	-	1,077	3,926	-	3,926
<b>Total Revenue</b>	<b>6,939</b>	<b>5,808</b>	<b>1,131</b>	<b>65,357</b>	<b>69,751</b>	<b>(4,394)</b>
<b>Expenses</b>						
Total Administrative	144	5,242	5,098	35,804	62,904	27,100
Total Tenant Services	-	-	-	-	-	-
Total Utilities	-	-	-	-	-	-
Total Ordinary Maintainance & Operation	-	-	-	-	-	-
Total Protective Services	-	-	-	-	-	-
Total Insurance Premiums	-	-	-	-	-	-
Total General Expenses	-	-	-	-	-	-
Total Interest Expense and Amortization	-	-	-	-	-	-
<b>Total Operating Expenses</b>	<b>144</b>	<b>5,242</b>	<b>5,098</b>	<b>35,804</b>	<b>62,904</b>	<b>27,100</b>
<b>Excess Operating Revenue Over Operating Expenses</b>	<b>6,793</b>	<b>566</b>	<b>6,228</b>	<b>29,553</b>	<b>6,847</b>	<b>22,706</b>

HOUSING AUTHORITY OF SAVANNAH, GA  
 Funds : 363 - Shelter Plus Care  
 For March 2023  
 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)
<b>Revenue</b>						
HUD OPER SUBS: SHELTER PLUS CARE GRANTS	83,733	(83,017)	166,750	877,580	996,259	(118,679)
<b>Total Revenue</b>	<b>83,733</b>	<b>(83,017)</b>	<b>166,750</b>	<b>877,580</b>	<b>996,259</b>	<b>(118,679)</b>
<b>Expenses</b>						
Total Depreciation and Amortization	0	0	0	0	0	0
Total Housing Assistance Payments	89,464	83,017	(6,447)	968,756	996,259	27,503
Total Other Expenses	0	0	0	0	0	0
<b>Total Expenses</b>	<b>89,464</b>	<b>83,017</b>	<b>(6,447)</b>	<b>968,756</b>	<b>996,259</b>	<b>27,503</b>
<b>Total Other Financing Sources (Uses)</b>	0	0	0	0	0	0
<b>Excess (Deficiency) of Revenue Over Expenditures</b>	<b>(5,731)</b>	<b>(166,034)</b>	<b>160,303</b>	<b>(91,176)</b>	<b>0</b>	<b>(91,176)</b>
Total Asset Purchases	0	0	0	0	0	0

HOUSING AUTHORITY OF SAVANNAH, GA  
Funds : 370 - Single Room Occupancy Fund  
For March 2023  
FDS Budget vs Actual - Summary

<b>Administrative</b>						
	This Month Actual	This Month Budget	Variance - Better (Worse)	Year-To-Date Actual	Year- To-Date Budget	Variance - Better (Worse)
<b>Revenue</b>						
HUD OPER SUBS: SRO ADMIN FEE	2,408	1,471	937	18,594	17,641	953
INVSTMT INC-UNRESTRICTED	2,192	253	1,939	7,453	3,058	4,395
MISC INC (MISC SOURCES)	0	294	(294)	0	3,528	(3,528)
<b>Total Revenue</b>	<b>4,600</b>	<b>2,018</b>	<b>2,582</b>	<b>26,047</b>	<b>24,227</b>	<b>1,820</b>
<b>Expenses</b>						
Total Administrative	668	2,159	1,491	16,715	26,183	9,468
Total Tenant Services	0	0	0	0	0	0
Total Utilities	26	14	(12)	61	91	30
Total Ordinary Maintainance & Operation	11	17	6	222	182	(40)
Total Protective Services	0	(1)	(1)	0	21	21
Total Insurance Premiums	145	32	(113)	1,567	340	(1,227)
Total General Expenses	14	0	(14)	173	0	(173)
Total Interest Expense and Amortization	0	0	0	0	0	0
<b>Total Operating Expenses</b>	<b>864</b>	<b>2,221</b>	<b>1,357</b>	<b>18,737</b>	<b>26,817</b>	<b>8,080</b>
<b>Excess Operating Revenue Over Operating Expenses</b>	<b>3,736</b>	<b>(203)</b>	<b>3,939</b>	<b>7,310</b>	<b>(2,590)</b>	<b>9,900</b>

HOUSING AUTHORITY OF SAVANNAH, GA  
Funds : 370 - Single Room Occupancy Fund  
For March 2023  
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)
<b>Revenue</b>						
HUD OPER SUBS: SRO	10,241	5,180	5,061	68,640	62,160	6,480
<b>Total Revenue</b>	<b>10,241</b>	<b>5,180</b>	<b>5,061</b>	<b>68,640</b>	<b>62,160</b>	<b>6,480</b>
<b>Expenses</b>						
Total Depreciation and Amortization	0	0	0	0	0	0
Total Housing Assistance Payments	5,336	5,180	(156)	68,640	62,160	(6,480)
Total Other Expenses	0	0	0	0	0	0
<b>Total Expenses</b>	<b>5,336</b>	<b>5,180</b>	<b>(156)</b>	<b>68,640</b>	<b>62,160</b>	<b>(6,480)</b>
<b>Total Other Financing Sources (Uses)</b>	0	0	0	0	0	0
<b>Excess (Deficiency) of Revenue Over Expenditures</b>	<b>4,905</b>	<b>0</b>	<b>4,905</b>	<b>0</b>	<b>0</b>	<b>0</b>
Total Asset Purchases	0	0	0	0	0	0

# Consent Agenda Item (C)

## RESIDENT SERVICES

### **Housing Choice Voucher (HCV) Homeownership Update**

The HCV Homeownership Program is working with four participants who recently received their mortgage loan preapproval letters. The following families will have 180 days from the date of their preapproval to enter into a purchase agreement for a single-family home in Chatham County:

1. A family of three was pre-approved on 03/06/23 for \$143,721.00 with a 5.625% interest rate.
2. A family of two was pre-approved on 03/21/23 for \$163,000.00 with a 6% interest rate.
3. A family of seven was pre-approved on 03/27/23 for \$230,968.00 with a 5.990% interest rate.
4. A family of two was pre-approved on 04/07/23 for \$183,150.00 with a 5.1% interest rate.

The families are also working with the City of Savannah to utilize the Dream Maker Program for down payment assistance.

The Homeownership Program will host an enrollment orientation for new applicants interested in pursuing homeownership with their housing choice voucher. The orientations are scheduled for Wednesday, May 10, 2023 at 10:00 AM & 2:00 PM at the Housing Authority of Savannah. A virtual orientation is also scheduled for 10:00 AM on Thursday, May 11, 2023 via WebEx.

### **Family Self-Sufficiency (FSS) Graduate**

The FSS Program encourages participants to focus on three primary goals: maintaining employment, achieving economic independence, and ultimately attaining financial stability. It is always an honor to celebrate an FSS graduate who has achieved the program's primary goals. Our most recent FSS graduate is Ms. Jesstina McGee. She joined the Public Housing FSS Program in September 2017. The FSS graduate is employed by Gulfstream Aerospace Corporation as a Computer Numerical Control (CNC) Tech I. She has maintained employment with this company since August 29, 2022. When Ms. McGee joined the FSS Program in

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

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2017, her annual salary was \$11,636.00. She currently earns more than \$55,000.00 annually. It was a pleasure for HAS staff to assist and guide her in achieving the following goals:

- *Obtained Commercial Driver's License*
- *Maintained Full-Time Employment*
- *Increased her Credit Score by 50 Points*
- *Obtained Home Buyer's Certificate*

Additionally, Ms. McGee received an escrow disbursement in the amount of \$10,409.99. HAS is very proud of her many accomplishments.



### **Senior Citizen's Spotlight (Lunch & Learn)**

On Monday, April 17, 2023, the residents of Horace Stillwell Towers participated in an information session (**Coffee, Cookies & Conversation**) to discuss the constant changes in healthcare benefits. Beginning in the spring of 2023, seniors who are eligible for both Medicare and Medicaid will be re-evaluated to determine their Medicaid eligibility. Several of our community partners (Benefits Consultants) were on hand to provide updates and answer questions. The providers shared valuable information about the "Unwinding of the Medicaid Continuous Enrollment Provisions."



### **Brown Bag Distribution**

Senior residents are more susceptible to hunger; specifically toward the end of the month when they have exhausted all their funds. On Monday, April 17, 2023, a total of eighty residents of Stillwell Towers received Brown Bags (The Emergency Food Assistance Program). These supplements provide needed support to our residents when they are faced with the difficult decision of whether to purchase food or medications.



# Consent Agenda Item (D)

## HOUSING CHOICE VOUCHER PROGRAM

As of April 1, 2023, the total leased vouchers are 2,347 and 376 were issued, for a total of 2,723 committed. Also, additional vouchers were issued after April 1<sup>st</sup> for these programs:

- 8 for SPC
- 0 for Mod Rehab
- 49 for Vouchers
- 3 for VASH
- 5 for PBV
- 3 for RAD

In February, we mailed 805 second appointment letters and 800 first appointment letters to applicants requesting them to provide documents by March 3<sup>rd</sup> to enable us to determine their eligibility for the HCV Program. We are still processing them and plan on mailing additional letters in May.

Late December, we were granted an extension of the previously approved waiver to set Payment Standards at 120% of the Fair Market Rents. It was implemented January 1<sup>st</sup> for new leases and February 1<sup>st</sup> for all families paying more than 30% of their adjusted income toward rent and utilities.

	No. Allocated 04/01/2023	No. Committed 02/01/2023	No. Committed 03/01/2023	No. Committed 04/01/2023	No. Available
SPC	112	127	125	126	-14
Mod Rehab	20	20	19	19	1
Vouchers	2735	2661	2687	2723	12
Portables	-	28	29	29	
VASH	137	98	93	94	43
HCV PBV	271	258	254	257	14
RADPBV	330	262	259	276	54
<b>TOTAL</b>	<b>3605</b>	<b>3426</b>	<b>3437</b>	<b>3495</b>	<b>110</b>

**NUMBER ON WAITING LIST: 2,430**

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 October 1, 2022, the Housing Authority of Savannah has been approved to administer 3,605 allocations.



**Agenda Item No. 2 – New Business**  
**CONTRACT AWARD FOR**  
**RENTAL OF WINDOW AND DOOR SECURITY**  
**SCREENS FOR VACANT PROPERTY**

**RECOMMENDED ACTION:**  
 Award contract.

**BACKGROUND:**

The Housing Authority of Savannah requires the services of a qualified licensed and insured contractor to provide rental security screens. This project consists of the installation and removal, when requested of temporary window and door security screens for eighty-two (82) vacant dwellings at the Yamacraw Village Housing Community, located at 555 W. Bay Street Savannah, GA 31404. An Invitation for Bids (IFB) was published on March 15, 2023 through the Housing Agency Marketplace e-Procurement system. Notices of the IFB publication were printed in the *Savannah Morning News* and *The Savannah Tribune* publications and posted to the websites of HAS and the Public Housing Authorities Directors Association, respectively.

**ANALYSIS:**

1609 vendors were notified through the e-Procurement system. Twenty-seven vendors opened and reviewed the IFB documents. Three submissions were received by the deadline on Friday, April 28, 2023 at 3:00 pm. The responsive bids are as follows:

Door and Window Guard Systems, Inc.	\$23,381.84 (per month)
Goudy Construction, Inc.	\$27,880.00 (per month)
Supreme Clean, LLC	\$30,012.00 (per month)

**COMMENTS:**

None

**LEGAL CONSIDERATIONS:**

None

**FINANCIAL CONSIDERATIONS:**

One bid was within the initial cost estimate for the project. The proposed contract will be for eighteen (18) months. There will be no price escalation over the potential maximum contact period. The total contract not-to-exceed proposed cost is \$420,873.12.

#	Bidder	Total Amount (18) Months	(1) Comparison with the top-rated bidder	(2) Comparison with the ICE
	ICE	\$430,992.00		
1	Door and Window Guard Systems, Inc.	\$420,873.12		-2.4%
2	Goudy Construction, Inc.	\$501,840.00	+16.13%	+14.11%
3	Supreme Clean LLC.	\$540,216.00	+22.09%	+20.21%

As shown within the preceding, the cost proposed by the top-rated responsive and responsible bidder compares well with (1) the other cost proposed by the other bidders, in that it was the lowest proposed cost compared to bidder #2 by 16.13%, and bidder #3 by 22.09% (2) it was 2.4% below our Independent Cost Estimate (ICE). Accordingly, the proposed costs are deemed to be appropriate, fair, and reasonable due to market conditions.

**BOARD CONSIDERATION AND ACTION:**

The Authority recommends that the Board of Commissioners for the Housing Authority of Savannah award the contract to Doors and Window Guard Systems, Inc.



## **Agenda Item No. 3 – *New Business***

### **SECTION 8 MANAGEMENT ASSESSMENT PROGRAM (SEMAP) CERTIFICATION**

#### **RECOMMENDED ACTION:**

Approve SEMAP Certification, and authorize its execution by the Chairwoman and Executive Director for submission and adopt the accompanying resolution of approval.

#### **BACKGROUND:**

On September 10, 1998, HUD published 24 CFR Part 985, Final Rule that established the Section 8 Management Assessment Program (SEMAP). It was designed to be an objective, uniform and verifiable management tool to measure the performance of public housing authorities administering the housing choice voucher program on fourteen key indicators that illustrate whether or not eligible families are assisted in decent rental units at reasonable subsidy costs. Throughout the fiscal year, HAS must track our own performance on these fourteen indicators and within sixty days of the end of the fiscal year, complete and submit Form HUD-52648, which is the SEMAP Certification that will be provided at the board meeting.

#### **ANALYSIS:**

SEMAP includes the following fourteen performance indicators and one bonus indicator:

1. Selection from the waiting list
  2. Rent reasonableness
  3. Determination of adjusted income
  4. Utility allowance schedule
  5. Housing Quality Standards (HQS) quality control inspections
  6. HQS enforcement
  7. Expanding housing opportunities
  8. Fair Market Rent limit and payment standards
  9. Annual re-examinations
  10. Correct tenant rent calculations
  11. Pre-contract HQS inspections
  12. Annual HQS inspections
  13. Lease-up
  14. Family Self-Sufficiency enrollment and escrow accounts
- Deconcentration bonus indicator

#### **COMMENTS:**

Based on each of the indicators, HUD calculates an overall score that results in a performance designation. The scoring system and designation status are as follows: High (90-100%); Standard (60-89%); and Troubled (0-59%). For FY2022, the Housing

Authority of Savannah received a High Performer rating. This means HAS would be eligible to apply for other Section 8/ Housing Choice Voucher Program funding.

**LEGAL CONSIDERATIONS:**

None

**FINANCIAL CONSIDERATIONS:**

None

**BOARD CONSIDERATION AND ACTION:**

The Board of Commissioners is considering the approval of the SEMAP Certification and adoption of the accompanying Board Resolution No. 05-23-01.

*The staff recommendation is to approve SEMAP Certification, and authorize its execution by the Chairwoman and Executive Director for submission and adopt the accompanying resolution of approval.*

**BOARD RESOLUTION**

PHA Name: Housing Authority of Savannah

PHA Code: GA002

Board Resolution Number: **05-23-01**

WHEREAS, the Housing Authority of Savannah must submit to the U.S. Department of Housing and Urban Development, the Section 8 Management Assessment Program (SEMAP) Certification (Form HUD-52648) on or before May 30, 2023; and

WHEREAS, the submission of the Form HUD-52648 requires the approval and authorization of the Housing Authority of Savannah Board of Commissioners; and

WHEREAS, the certification must be submitted electronically through HUD’s website on or before May 30, 2023 by the approval of the Executive Director; and

WHEREAS, the Board of Commissioners of the Housing Authority of Savannah has determined to the best of their knowledge that the Section 8 Management Assessment Program Certification for fiscal year ending March 31, 2023 is true and correct.

NOW THEREFORE, IT IS HEREBY RESOLVED that the Board of Commissioners of the Housing Authority of Savannah ratifies confirms and approves the submittal of the Section 8 Management Assessment Program (SEMAP) Certification (Form HUD-52648), which will be submitted electronically through HUD’s website, on or before May 30, 2023.

ADOPTED THIS 9<sup>th</sup> day of May, 2023.

HOUSING AUTHORITY OF SAVANNAH

By: \_\_\_\_\_  
Wanda Parrish, Chairwoman

ATTEST:

\_\_\_\_\_  
Earline Wesley Davis, Secretary

# Section 8 Management Assessment Program (SEMAP) Certification

U.S. Department of Housing  
and Urban Development  
Office of Public and Indian Housing

OMB Approval No. 2577-0215  
(exp. 02/29/2020)

Public reporting burden for this collection of information is estimated to average 12 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not conduct or sponsor, and you are not required to respond to, a collection of information unless it displays a currently valid OMB control number.

This collection of information is required by 24 CFR sec 985.101 which requires a Public Housing Agency (PHA) administering a Section 8 tenant-based assistance program to submit an annual SEMAP Certification within 60 days after the end of its fiscal year. The information from the PHA concerns the performance of the PHA and provides assurance that there is no evidence of seriously deficient performance. HUD uses the information and other data to assess PHA management capabilities and deficiencies, and to assign an overall performance rating to the PHA. Responses are mandatory and the information collected does not lend itself to confidentiality.

**Instructions** Respond to this certification form using the PHA's actual data for the fiscal year just ended.

PHA Name <b>Housing Authority of Savannah</b>	For PHA FY Ending (mm/dd/yyyy) <b>03/31/2023</b>	Submission Date (mm/dd/yyyy) <b>05/09/2023</b>
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**Check here if the PHA expends less than \$300,000 a year in Federal awards**

Indicators 1 - 7 will not be rated if the PHA expends less than \$300,000 a year in Federal awards and its Section 8 programs are not audited for compliance with regulations by an independent auditor. A PHA that expends less than \$300,000 in Federal awards in a year must still complete the certification for these indicators.

## Performance Indicators

1. Selection from the Waiting List. (24 CFR 982.54(d)(1) and 982.204(a))

(a) The PHA has written policies in its administrative plan for selecting applicants from the waiting list.

PHA Response Yes  No

(b) The PHA's quality control samples of applicants reaching the top of the waiting list and of admissions show that at least 98% of the families in the samples were selected from the waiting list for admission in accordance with the PHA's policies and met the selection criteria that determined their places on the waiting list and their order of selection.

PHA Response Yes  No

2. Reasonable Rent. (24 CFR 982.4, 982.54(d)(15), 982.158(f)(7) and 982.507)

(a) The PHA has and implements a reasonable written method to determine and document for each unit leased that the rent to owner is reasonable based on current rents for comparable unassisted units (i) at the time of initial leasing, (ii) before any increase in the rent to owner, and (iii) at the HAP contract anniversary if there is a 5 percent decrease in the published FMR in effect 60 days before the HAP contract anniversary. The PHA's method takes into consideration the location, size, type, quality, and age of the program unit and of similar unassisted units, and any amenities, housing services, maintenance or utilities provided by the owners.

PHA Response Yes  No

(b) The PHA's quality control sample of tenant files for which a determination of reasonable rent was required shows that the PHA followed its written method to determine reasonable rent and documented its determination that the rent to owner is reasonable as required for (check one):

PHA Response  At least 98% of units sampled  80 to 97% of units sampled  Less than 80% of units sampled

3. Determination of Adjusted Income. (24 CFR part 5, subpart F and 24 CFR 982.516)

The PHA's quality control sample of tenant files shows that at the time of admission and reexamination, the PHA properly obtained third party verification of adjusted income or documented why third party verification was not available; used the verified information in determining adjusted income; properly attributed allowances for expenses; and, where the family is responsible for utilities under the lease, the PHA used the appropriate utility allowances for the unit leased in determining the gross rent for (check one):

PHA Response  At least 90% of files sampled  80 to 89% of files sampled  Less than 80% of files sampled

4. Utility Allowance Schedule. (24 CFR 982.517)

The PHA maintains an up-to-date utility allowance schedule. The PHA reviewed utility rate data that it obtained within the last 12 months, and adjusted its utility allowance schedule if there has been a change of 10% or more in a utility rate since the last time the utility allowance schedule was revised.

PHA Response Yes  No

5. HQS Quality Control Inspections. (24 CFR 982.405(b))

A PHA supervisor (or other qualified person) reinspected a sample of units during the PHA fiscal year, which met the minimum sample size required by HUD (see 24 CFR 985.2), for quality control of HQS inspections. The PHA supervisor's reinspected sample was drawn from recently completed HQS inspections and represents a cross section of neighborhoods and the work of a cross section of inspectors.

PHA Response Yes  No

6. HQS Enforcement. (24 CFR 982.404)

The PHA's quality control sample of case files with failed HQS inspections shows that, for all cases sampled, any cited life-threatening HQS deficiencies were corrected within 24 hours from the inspection and, all other cited HQS deficiencies were corrected within no more than 30 calendar days from the inspection or any PHA-approved extension, or, if HQS deficiencies were not corrected within the required time frame, the PHA stopped housing assistance payments beginning no later than the first of the month following the correction period, or took prompt and vigorous action to enforce the family obligations for (check one):

PHA Response  At least 98% of cases sampled  Less than 98% of cases sampled

7. Expanding Housing Opportunities. (24 CFR 982.54(d)(5), 982.153(b)(3) and (b)(4), 982.301(a) and 983.301(b)(4) and (b)(12)).

**Applies only to PHAs with jurisdiction in metropolitan FMR areas.**

**Check here if not applicable**

(a) The PHA has a written policy to encourage participation by owners of units outside areas of poverty or minority concentration which clearly delineates areas in its jurisdiction that the PHA considers areas of poverty or minority concentration, and which includes actions the PHA will take to encourage owner participation.

**PHA Response** Yes  No

(b) The PHA has documentation that shows that it took actions indicated in its written policy to encourage participation by owners outside areas of poverty and minority concentration.

**PHA Response** Yes  No

(c) The PHA has prepared maps that show various areas, both within and neighboring its jurisdiction, with housing opportunities outside areas of poverty and minority concentration; the PHA has assembled information about job opportunities, schools and services in these areas; and the PHA uses the maps and related information when briefing voucher holders.

**PHA Response** Yes  No

(d) The PHA's information packet for voucher holders contains either a list of owners who are willing to lease, or properties available for lease, under the voucher program, or a list of other organizations that will help families find units and the list includes properties or organizations that operate outside areas of poverty or minority concentration.

**PHA Response** Yes  No

(e) The PHA's information packet includes an explanation of how portability works and includes a list of neighboring PHAs with the name, address and telephone number of a portability contact person at each.

**PHA Response** Yes  No

(f) The PHA has analyzed whether voucher holders have experienced difficulties in finding housing outside areas of poverty or minority concentration and, where such difficulties were found, the PHA has considered whether it is appropriate to seek approval of exception payment standard amounts in any part of its jurisdiction and has sought HUD approval when necessary.

**PHA Response** Yes  No

8. Payment Standards. The PHA has adopted current payment standards for the voucher program by unit size for each FMR area in the PHA jurisdiction and, if applicable, for each PHA-designated part of an FMR area, which do not exceed 110 percent of the current applicable FMR and which are not less than 90 percent of the current FMR (unless a lower percent is approved by HUD). (24 CFR 982.503)

**PHA Response** Yes  No

Enter current FMRs and payment standards (PS)

0-BR FMR <u>1031</u>	1-BR FMR <u>1112</u>	2-BR FMR <u>1256</u>	3-BR FMR <u>1715</u>	4-BR FMR <u>2008</u>
PS <u>1237</u>	PS <u>1334</u>	PS <u>1507</u>	PS <u>2058</u>	PS <u>2409</u>

**If the PHA has jurisdiction in more than one FMR area, and/or if the PHA has established separate payment standards for a PHA-designated part of an FMR area, attach similar FMR and payment standard comparisons for each FMR area and designated area.**

9. Annual Reexaminations. The PHA completes a reexamination for each participating family at least every 12 months. (24 CFR 982.516)

**PHA Response** Yes  No

10. Correct Tenant Rent Calculations. The PHA correctly calculates tenant rent in the rental certificate program and the family rent to owner in the rental voucher program. (24 CFR 982, Subpart K)

**PHA Response** Yes  No

11. Precontract HQS Inspections. Each newly leased unit passed HQS inspection before the beginning date of the assisted lease and HAP contract. (24 CFR 982.305)

**PHA Response** Yes  No

12. Annual HQS Inspections. The PHA inspects each unit under contract at least annually. (24 CFR 982.405(a))

**PHA Response** Yes  No

13. Lease-Up. The PHA executes assistance contracts on behalf of eligible families for the number of units that has been under budget for at least one year.

**PHA Response** Yes  No

14a. Family Self-Sufficiency Enrollment. The PHA has enrolled families in FSS as required. (24 CFR 984.105)

**Applies only to PHAs required to administer an FSS program .**

**Check here if not applicable**

**PHA Response**

a. Number of mandatory FSS slots (Count units funded under the FY 1992 FSS incentive awards and in FY 1993 and later through 10/20/1998. Exclude units funded in connection with Section 8 and Section 23 project-based contract terminations; public housing demolition, disposition and replacement; HUD multifamily property sales; prepaid or terminated mortgages under section 236 or section 221(d)(3); and Section 8 renewal funding. Subtract the number of families that successfully completed their contracts on or after 10/21/1998.)

66

or, Number of mandatory FSS slots under HUD-approved exception



b. Number of FSS families currently enrolled

96

c. Portability: If you are the **initial** PHA, enter the number of families currently enrolled in your FSS program, but who have moved under portability and whose Section 8 assistance is administered by another PHA

0

Percent of FSS slots filled (b + c divided by a)

145.00

14b. Percent of FSS Participants with Escrow Account Balances. The PHA has made progress in supporting family self-sufficiency as measured by the percent of currently enrolled FSS families with escrow account balances. (24 CFR 984.305)

**Applies only to PHAs required to administer an FSS program .**

Check here if not applicable

PHA Response

Yes

No

0

Portability: If you are the **initial** PHA, enter the number of families with FSS escrow accounts currently enrolled in your FSS program, but who have moved under portability and whose Section 8 assistance is administered by another PHA

**Deconcentration Bonus Indicator** (Optional and only for PHAs with jurisdiction in metropolitan FMR areas).

The PHA is submitting with this certification data which show that:

- (1) Half or more of all Section 8 families with children assisted by the PHA in its principal operating area resided in low poverty census tracts at the end of the last PHA FY;
- (2) The percent of Section 8 mover families with children who moved to low poverty census tracts in the PHA's principal operating area during the last PHA FY is at least two percentage points higher than the percent of all Section 8 families with children who resided in low poverty census tracts at the end of the last PHA FY;

or

- (3) The percent of Section 8 mover families with children who moved to low poverty census tracts in the PHA's principal operating area over the last two PHA FYs is at least two percentage points higher than the percent of all Section 8 families with children who resided in low poverty census tracts at the end of the second to last PHA FY.

PHA Response

Yes

No

If yes, attach completed deconcentration bonus indicator addendum.

I hereby certify that, to the best of my knowledge, the above responses under the Section 8 Management Assessment Program (SEMAP) are true and accurate for the PHA fiscal year indicated above. I also certify that, to my present knowledge, there is not evidence to indicate seriously deficient performance that casts doubt on the PHA's capacity to administer Section 8 rental assistance in accordance with Federal law and regulations.

**Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Executive Director, signature

Chairperson, Board of Commissioners, signature

Date (mm/dd/yyyy) 05/09/2023

Date (mm/dd/yyyy) 05/09/2023

The PHA may include with its SEMAP certification any information bearing on the accuracy or completeness of the information used by the PHA in providing its certification.

# SEMAP Certification - Addendum for Reporting Data for Deconcentration Bonus Indicator

Date (mm/dd/yyyy) 05/09/2023

PHA Name Housing Authority of Savannah

Principal Operating Area of PHA Savannah, GA  
(The geographic entity for which the Census tabulates data)

**Special Instructions for State or regional PHAs** Complete a copy of this addendum for each metropolitan area or portion of a metropolitan area (i.e., principal operating areas) where the PHA has assisted 20 or more Section 8 families with children in the last completed PHA FY. HUD will rate the areas separately and the separate ratings will then be weighted by the number of assisted families with children in each area and averaged to determine bonus points.

1990 Census Poverty Rate of Principal Operating Area 19.8% (Savannah)

## Criteria to Obtain Deconcentration Indicator Bonus Points

To qualify for bonus points, a PHA must complete the requested information and answer yes for only one of the 3 criteria below. However, State and regional PHAs must always complete line 1) b for each metropolitan principal operating area.

- 1) 679 a. Number of Section 8 families with children assisted by the PHA in its principal operating area at the end of the last PHA FY who live in low poverty census tracts. A low poverty census tract is a tract with a poverty rate at or below the overall poverty rate for the principal operating area of the PHA, or at or below 10% whichever is greater.
- 1,584 b. Total Section 8 families with children assisted by the PHA in its principal operating area at the end of the last PHA FY.
- 42.87 c. Percent of all Section 8 families with children residing in low poverty census tracts in the PHA's principal operating area at the end of the last PHA FY (line a divided by line b).
- Is line c 50% or more? Yes  No

- 2) 42.87 a. Percent of all Section 8 families with children residing in low poverty census tracts in the PHA's principal operating area at the end of the last completed PHA FY.
- 30 b. Number of Section 8 families with children who moved to low poverty census tracts during the last completed PHA FY.
- 83 c. Number of Section 8 families with children who moved during the last completed PHA FY.
- 52.63 d. Percent of all Section 8 mover families with children who moved to low poverty census tracts during the last PHA fiscal year (line b divided by line c).
- Is line d at least two percentage points higher than line a? Yes  No

- 3) \_\_\_\_\_ a. Percent of all Section 8 families with children residing in low poverty census tracts in the PHA's principal operating area at the end of the second to last completed PHA FY.
- \_\_\_\_\_ b. Number of Section 8 families with children who moved to low poverty census tracts during the last two completed PHA FYs.
- \_\_\_\_\_ c. Number of Section 8 families with children who moved during the last two completed PHA FYs.
- \_\_\_\_\_ d. Percent of all Section 8 mover families with children who moved to low poverty census tracts over the last two completed PHA FYs (line b divided by line c).
- Is line d at least two percentage points higher than line a? Yes  No

**If one of the 3 criteria above is met, the PHA may be eligible for 5 bonus points.**

**See instructions above concerning bonus points for State and regional PHAs.**

# Agenda Item No. 4

## Property and Asset Management Report

### I. Planning Activities

#### **CAPITAL FUND PLANNING INITIATIVE**

Capital Funds are provided annually by the U.S. Department of Housing and Urban Development (HUD) to the Housing Authority of Savannah (“HAS”) for development, modernization, and management improvements of public housing properties. Every five years, HAS is tasked with submitting to HUD a plan describing in detail how it plans to utilize Capital Funds, which include a series of physical improvement projects to be implemented in the next five-year cycle. To produce a *Five-Year Action Plan (5YAP)* congruent with the properties’ needs, HAS contracts third-party inspection companies to conduct complete Physical Needs Assessments (PNA) that describe what components of site, buildings and units will need to be repaired and/or replaced over the next twenty years of operations. PNAs also highlight the properties’ critical needs and provide a cost estimate for the work. Once HAS receives PNA reports, the information is analyzed and combined with other inspections scores and input provided by staff, residents, the Board of Commissioners, and the public, before the 5YAP is submitted to HUD.

A new 5YAP is expected to be submitted to HUD in January 2024. Following the process mentioned above, a PNA has been conducted and Final Reports containing immediate needs of the properties and estimated cost for the work will be made available to HAS by June 2023. The *2024 – 2028 5YAP Draft* should be ready for review by the Board of Commissioners in October 2023, after consultation with residents is complete.

The *current 5YAP (2019 – 2023)* strongly relied on results of the 2019 PNA and is inclusive of projects in Table 1 below, currently underway.

The Property Management and Asset Management functions of the Housing Authority of Savannah (HAS) seek to operate, preserve, improve, and develop HAS real estate assets through inspired consultation and effective collaboration with HAS staff, residents, public and private partners, and community stakeholders. This summary highlights significant ongoing and planned initiatives for properties HAS manages, which include five conventional public housing properties, three mixed-income tax credit properties, and one Project-Based Voucher property, with a total of **1,513** affordable units.

<b>Capital Improvement Project</b>	<b>Scope</b>	<b>Contract Amount</b>	<b>Contract Execution</b>	<b>Estimated Completion</b>
<i>Stillwell Towers Elevator Modernization</i>	Replacement of all existing elevator equipment with new energy efficient mechanical, electrical, and technological systems	\$ 1,464,870	August 2022	October 2024
<i>Frazier External Lights</i>	Replacement of photo-cell components for the breezeway lights; Replacement of breezeway lights with energy efficient fixtures with durable/vandal resistant lens covers	\$ 335,850	November 2022	May 2023
<i>Frazier MEP</i>	Upgrade of HVAC units, electrical power devices and interior lighting components within the apartment units	\$ 3,793,008	February 2023	July 2024
<i>Single Family Panels</i>	Relocation of units' electrical panels from an outside exterior wall location to a location within each unit	\$ 424,133	March 2023	September 2023
<i>Stillwell Towers PTACs</i>	Replacement of in-unit PTACs	\$ 424,133	March 2023	September 2023
<i>Stillwell Towers Generator</i>	Replace and Upgrade Emergency Generator	\$ 152,264	April 2023	January 2024

When Capital Funds become insufficient to cover the needs of a public housing property, and modernization becomes infeasible due to high cost or obsolescence of structures, HUD makes available *Repositioning tools* that assist public housing authorities in obtaining other sources of funds through the conversion of units to the Section 8 platform (the 'Rental Assistance Demonstration' Program) or even through Demolition/Disposition and redevelopment of the site (as authorized under 'Section 18'). HAS has repositioned several of its public housing properties utilizing a mix of demolition and site redevelopment (i.e. Garden Homes, Robert Hitch Village), and Rental Assistance Demonstration conversions to Section 8 ("RAD", i.e. Fred Wessels, Edgar Blackshear and Herbert Kayton Homes), and continues to plan the strategic repositioning of properties in accordance to their physical conditions and the need to leverage other agency funds or third-party sources to complete all necessary improvements. Nonetheless, challenges brought by rising housing costs and low housing supply must be recognized by HAS and result in strategic planning for rehabilitation work to be conducted in public housing properties, to avoid unrestricted relocation of residents within the

Savannah area. *Five Year Action Plans* also assist HAS in identifying obsolete properties where rehabilitation is not cost effective. According to the 2019 PNA, Yamacraw Village reached physical obsolescence and could receive HUD approval to be demolished.

## ***YAMACRAW VILLAGE: SECTION 18, DEMOLITION AND DISPOSITION APPLICATION***

Since a Repositioning Plan approval by the Board of Commissioners on June 9, 2020, an application for Demolition and Disposition of Yamacraw Village is being prepared by HAS. The application has several parts and, although a majority is complete, submission is pending due to necessary steps being undertaken in the *Section 106 (Historic Preservation)* consultation process. HAS's intention is to develop new affordable housing units on site and work with stakeholders and community partners in creating a holistic redevelopment plan. As part of the planning process and in fulfillment of requirements under Section 18, to date HAS conducted a total of 44 meetings with Yamacraw residents. HAS will continue to update residents and partners regarding the timeline for submission of this application, which now awaits the successful conclusion of the Section 106 Review by the City of Savannah (Responsible Entity under 24 CFR 58), execution of the Environmental Certification, and issuance by HUD of form 7015.16, Authorization to Use Grant Funds.

## **II. New Initiatives**

### ***REQUEST FOR QUALIFICATIONS (RFQ) FOR FAIRCLOTH-TO-RAD PROJECTS***

Public housing authorities are authorized to develop a certain number of public housing units, capped in accordance with the 1998 Faircloth Amendment. The number of public housing units a public housing authority is authorized to own and operate cannot exceed the number of units the authority owned and operated in October 1999. This requirement, known as the "*Faircloth Limit*", results in HAS's current ability to develop 757 additional public housing units in Savannah.

With the goal of expanding the supply of affordable housing units, HAS is utilizing its Faircloth availability through current solicitation. On December 27, 2022, HAS issued a Request for Qualifications (RFQ) seeking proposals by qualified Developers and Owners of multifamily rental units interested in developing public housing units with pre-approval for conversion to project-based assistance. This new program, known as Faircloth-to-RAD, was launched by HUD in 2021 offering public housing authorities an opportunity to restore or add units to their housing stock by creating public housing units and converting them to Section 8 through RAD.

HAS will host a virtual workshop for partners and potential proposers on *May 8, 2023*. The deadline for submission of proposals is December 31, 2023.

### ***EAST SAVANNAH GATEWAY TRANSFORMATION***

The East Savannah Gateway is an area for which HAS received a Choice Neighborhood Planning Grant that culminated into a [complete Transformation Plan](#), bounded by President Street on the north, Pennsylvania Avenue on the east, Henry Street on the south, and Broad Street on the west. Four former public housing properties were in the area - Garden Homes, Fred Wessels Homes, Edgar Blackshear Homes, and Robert

Hitch Village – and have been repositioned through demolition/ redevelopment or through RAD conversion. Ashley Midtown, Veranda at Midtown, River Pointe, and The View at Oglethorpe are new properties that resulted from these repositioning initiatives, totaling 478 new and 280 rehabilitated units now present in the East Savannah Gateway. The presence of vacant parcels of land owned by HAS in East Savannah is another consequence of previous demolition activity, totaling *18 acres* currently available for redevelopment. HAS is currently evaluating redevelopment options for these properties, which may include new projects arising from the current Faircloth-to-RAD solicitation mentioned above.

Other important pieces of a successful transformation strategy are education and recreation. Committed to a holistic revitalization approach, HAS is furthering the development of an Early Learning Center (ELC) on a portion of the former Robert Hitch Village site. The ELC is a SPLOST-approved (Special Purpose Local Option Sales Tax) project expected to be funded by Chatham County and the City of Savannah to provide enrichment programs that will serve children 0 to 3 years of age. A library is forecasted to be included in the same building. On January 26, 2022, HUD approved HAS request to lease a 9-acre parcel 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 development and operations of other facilities that will provide services to residents of HAS owned and/or managed properties. In October 2022, the County entered into an agreement with East Savannah United, YMCA of Coast Georgia, Live Oak Public Libraries and Goodwill Southeast GA to provide services on site. The master site plan for the entire project and conceptual design of the ELC are expected to be available by the end of May 2023.

### ***THE PINES AT GARDEN CITY***

The Pines at Garden City is a 94-unit affordable housing development located in Garden City, GA. In 2021, the Seattle-based Developer Vitus Group, submitted to HAS an application requesting tax-exempt bonds with the purpose of acquiring and renovating the property. On November 9, 2021, HAS approved an Inducement Resolution declaring its intention to support Vitus initiative issuing tax-exempt bonds to the new Owner, Pines Housing Partners, LP, in an amount not to exceed \$14 million.

HAS, through its affiliate non-profit Savannah Community Builders, is also expected to participate in the ownership of the Pines as a minor member of its general partner, in partnership with an affiliate of Vitus. The partners applied for 4% Low-Income Housing Tax Credits (LIHTC) to DCA in October 2022, aiming to fund part of renovation costs with LIHTC. A list of LIHTC awards was released by DCA in and the project was not selected; nonetheless, Vitus has submitted a scoring correction request to DCA and hopes for a reconsideration meeting soon.

### **III. Financing and Construction Activities**

The Housing Authority of Savannah has issued tax-exempt bonds that supported either the new construction or renovation of income-restricted units. Table 2 presents information on recent deals for which principal balance on the bonds is still outstanding and HAS Issuer Fees are still being collected.

	<b>Bond Inducement Date</b>	<b>Bond Issuance Date</b>	<b>Deal type</b>	<b>Total n° of income-restricted units</b>	<b>Total HAS Bond amount</b>
<b>Woodlands at Montgomery</b>	October 2016	September 2017	New construction	246	\$28.5 mi
<b>Waters at Gateway</b>	April 2018	November 2017	New construction	270	\$23 mi
<b>Westlake Apartments</b>	February 2019	December 2018	Renovation	100	\$21.5 mi
<b>Paradises Forest, Moultrie, and Carrollton</b>	November 2019	February 2020	Renovation	206	\$29.3 mi
<b>SNAP</b>	June 2019	April 2020	Renovation	233	\$56 mi
<b>Ogeechee Place</b>	March 2020	March 2021	New construction	204	\$22 mi
<b>Savannah Summit</b>	February 2020	March 2021	Renovation	138	\$17.5 mi
<b>Pines at Garden City</b>	November 2021	TBD	Renovation	94	\$14 mi

#### IV. HAS-Managed Operating Properties

Properties managed by HAS are included in Table 3 below, with additional information regarding their performance in the following sections.

<b>Properties</b>	<b>Year of Construction</b>	<b>Number of HAS-Managed Units</b>
Yamacraw Village	1941	315
Simon Frazier Homes	1968	236
Stillwell Towers	1972	211
Pickens Patterson Terrace	1982	76

Single Family Homes	1996	60
<b>Total Conventional PH units</b>		<b>898</b>
Homes The View at Oglethorpe I	2018	72
The View at Oglethorpe II	2018	100
River Pointe	2016	280
<b>Total Mixed Income / LIHTC units</b>		<b>452</b>
Herbert Kayton Homes	1962	163
<b>Total PBV units</b>		<b>163</b>
<b>HAS-MANAGED UNITS</b>		<b>1,513</b>

## ***CONVENTIONAL PUBLIC HOUSING PROPERTIES***

### **OCCUPANCY BRIEFINGS AND WORKSHOPS**

There were Thirty-seven (37) scheduled eligibility interviews in April, 2023. Fourteen (14) 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.

### **EVICTIONS/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.



	April	March	February	TOTAL
Abandoned Unit	0	1	0	1
Non Payment of Rent	1	1	0	2
Criminal Activity	0	1	1	2
Other Lease Violations	3	1	1	5
Other Move outs	7	8	5	20
Section 8	3	4	0	7
<b>TOTAL</b>	14	16	7	<b>37</b>

## OCCUPANCY

The attached report provides occupancy rates for each one of the public housing properties as of May 1, 2023.

Neighborhood	Total Units	Total Vacancies	Occupancy As of May 1, 2023
Yamacraw Village	315	118	62.53%
Horace Stillwell Towers	210	12	94.28%
Simon Frazier Homes	236	13	94.49%
Pickens Patterson Terrace	76	8	89.47%
Single Family Homes	60	3	95.00%
<b>Total for HAS Public Housing Units</b>	<b>898</b>	<b>154</b>	<b>82.73%</b>

## DELINQUENT ACCOUNTS

PH Neighborhoods	Delinquent Accounts
Frazier Homes	24
Patterson Terrace	5
Single Family Homes	2
Stillwell Towers	5
Yamacraw Village	22
<b>Total</b>	<b>58</b>

## **MIXED-INCOME AND RAD PROPERTIES**

As seen under the East Savannah Gateway Transformation Section above, redevelopment initiatives resulted in new units built on the former Robert Hitch Village site, with two phases of construction in a new development named The View at Oglethorpe. Also part of this Transformation initiative was the RAD conversion and rehabilitation of Wessels and Blackshear Homes, resulting in a new community named River Pointe.

The RAD program was also beneficial for properties outside the East Savannah Gateway boundaries: in 2018, 163 former public housing units at Herbert Kayton Homes began receiving Project-Based Vouchers.

### **THE VIEW AT OGLETHORPE**

#### **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 1, 2023**, 94% 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 Achievement<sup>1</sup> in February 2019. As of **May 1, 2023**, 94% of units were occupied.

### **RIVER POINTE**

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 1, 2023**, River Pointe was 94.28% occupied.

### **HERBERT KAYTON HOMES**

As of **May 1, 2023**, Kayton Homes was 74% occupied, with lease-up of units guided by a site-based waiting list and briefings with applicants.



**TENTATIVE AGENDA**

**ANNUAL BOARD OF COMMISSIONERS MEETING**

Tuesday, May 9, 2023 – *to immediately follow regular meeting*  
HAS Administrative Office, 1407 Wheaton Street, Building A

**MEETING CALL TO ORDER: WANDA PARRISH, CHAIRWOMAN**

**ELECTION OF OFFICERS\***

- 1. Election of Chairperson.....Wanda Parrish, Chairwoman
- 2. Election of Vice Chairperson ..... Chairperson
- 3. Election of Treasurer ..... Chairperson
- 4. Election of Assistant Secretary..... Chairperson

*\* According to the By-Laws of the Housing Authority of Savannah Article III. Section 4, the Executive Director of the Authority serves as Secretary, and therefore, is not included on the above slate of officers.*

**ADJOURNMENT** ..... Chairperson

**BOARD OF COMMISSIONERS**

Darrel Daise: *Term Expires 01/04/2025*

Brynn Grant: *Term Expires 01/04/2028*

Edward Gresham: *Term Expires 01/04/2026*

Michael Holland: *Term Expires 01/04/2027*

Wanda Parrish: *Term Expires 01/04/2024*

**CURRENT OFFICERS**

- 1. Chairwoman: Wanda Parrish, Commissioner
- 2. Vice Chairman: Darrel Daise, Commissioner
- 3. Secretary: Earline Wesley Davis, Executive Director
- 4. Treasurer: Robert Faircloth, Director of Finance
- 5. Assistant Secretary: Tammy Brawner, Management Analyst