



August 8, 2023

Board of Commissioners Regular Meeting

BOARD OF COMMISSIONERS

Darrel Daise, Chairman
Term Expires: 01/04/2025

Edward Gresham, Vice Chairman
Term Expires: 01/04/2026

Michael Holland
Term Expires: 01/04/2027

Dr. M. Ann Levett
Term Expires: 01/04/2028

Earline Wesley Davis, Executive Director



TENTATIVE AGENDA

REGULAR BOARD OF COMMISSIONERS MEETING

Tuesday, August 8, 2023, 12:15 p.m.

HAS Administrative Office, 1407 Wheaton Street, Building A

MEETING CALL TO ORDER: DARREL DAISE, CHAIRMAN

MOMENT OF SILENCE

1. Administration of Oath of Office to New Commissioner.....Darrel Daise, Chairman

Recommended Action: Administer Oath to Dr. M. Ann Levett

2. Consent Agenda*Darrel Daise, Chairman

Recommended Action: Approve

(A) Minutes of July 11, 2023 Regular Meeting

(B) Financial Report

(C) Property and Asset Management Report

(D) Resident Services Report

(E) 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. Presentation of FY 2022 Audit Robert Faircloth, Director of Finance

3. CFP Five-Year Action Plan Workshop Notification Rafaella Nutini, Director of Asset Management

Recommended Action: for information

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

5. 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..... Darrel Daise, Chairman

ADJOURNMENT Darrel Daise, Chairman



Agenda Item No. 1 – *New Business* **OATH OF OFFICE TO NEW COMMISSIONER**

RECOMMENDED ACTION:

Administer the oath of office to new commissioner Dr. M. Ann Levett.

BACKGROUND:

Dr. M. Ann Levett was appointed to the HAS Board of Commissioners by Mayor Van R. Johnson, II on July 5, 2023. Dr. Levett recently retired from her position as the Superintendent of the Savannah-Chatham County Public School System, on June 30. Dr. Levett will replace Brynn Grant who resigned from the Board on June 3, 2023.

ANALYSIS:

None

COMMENTS:

Dr. Levett is expected to take the oath of office as Commissioner of the Housing Authority of Savannah at Tuesday's meeting.

LEGAL CONSIDERATIONS:

None

FINANCIAL CONSIDERATIONS:

None

BOARD CONSIDERATION AND ACTION:

Chairman Daise will begin Tuesday's meeting by administering the oath of office to the new Commissioner.

**OATH OF COMMISSIONER OF
THE HOUSING AUTHORITY OF SAVANNAH, GEORGIA**

I, Dr. M. Ann Levett, do solemnly swear that I will faithfully perform all duties of the office of Commissioner of the Housing Authority of Savannah, Georgia; that I am not the holder of any public money due the State unaccounted for. I am not the holder of any office of trust under the Government of the United States, nor of any one of the several States, nor of any foreign state, neither am I an officer or employee of the City of Savannah, Georgia, that I am otherwise qualified to hold the office according to the Constitution and laws of Georgia; that I will support the Constitutions of the United States and the State of Georgia.

Dr. M. Ann Levett

Subscribed and sworn to before me
This 8th day of August, 2023.

Darrel Daise, Chairman



Agenda Item No. 2 – *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
- 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) Minutes of July 11, 2023 Regular Meeting	Approve Minutes
(B) Financial Report	Receive Report
(C) Property and Asset Management Report	Receive Report
(D) Resident Services Report	Receive Report
(E) Assisted Housing Programs Report	Receive Report

BOARD CONSIDERATION AND ACTION:

Approve Consent Agenda

Consent Agenda Item (A)

MEETING MINUTES

The proposed minutes of the July 11, 2023 regular 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 to serve for five-year terms. The Board of Commissioners holds its meetings on the second Tuesday of the month.

Darrel Daise
Chairman

Edward Gresham
Vice Chairman

Michael Holland

Dr. M. Ann Levett

DRAFT FOR APPROVAL
REGULAR MEETING
OF THE BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF SAVANNAH
July 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, July 11, 2023. Chairman Darrel Daise called the meeting to order and upon roll call those present and absent were as follows:

Present: Darrel Daise, Chairman
Edward Gresham, Vice Chairman
Michael Holland

Absent: None

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

The Chairman opened the meeting with a moment of silence.

APPROVAL OF CONSENT AGENDA

The Consent Agenda included minutes of the May 9, 2023 regular meeting; minutes of May 9, 2023 annual meeting; minutes of May 18, 2023 special meeting; minutes of June 1, 2023 special meeting; Financial Services Report; Property and Asset Management Report; Resident Services Report; and Assisted Housing Programs Report. Commissioner Holland made a motion to approve the consent agenda. Commissioner Gresham seconded the motion and it passed unanimously.

APPROVAL OF FLAT RENTS SCHEDULE FOR PUBLIC HOUSING NEIGHBORHOODS

Director of Property Management Yolanda Fontaine addressed the Board regarding Section 523 of the Public Housing Reform law that authorizes public housing residents to choose between income-based and flat rents. Mrs. Fontaine explained the difference between the two rents and the benefits that each option provides to Housing Authority residents.

To determine flat rents, HUD requires that the Housing Authority of Savannah consider location, quality, size, unit type, age of the unit, amenities, housing services, maintenance, and utilities provided. Flat rents must also be based on a rent that would allow the unit to be successfully rented if the unit were not in public housing, but on the private market.

Mrs. Fontaine recommended that the Board adopt the proposed flat rents schedule for the Housing Authority neighborhoods of Simon Frazier Homes, Pickens Patterson Terrace, Single Family Homes, Horace Stillwell Towers, and Yamacraw Village, to be effective immediately. Commissioner Gresham made a motion to approve the increase. Commissioner Holland seconded the motion and it passed unanimously.

HURRICANE SEASON PREPARATIONS

Mrs. Fontaine and Director of Facilities Management Robert Marshall provided a presentation to the Commissioners regarding HAS's preparations for the current hurricane season.

COMMENTS FROM THE PUBLIC

Chairman Daise invited Ms. Roberson, a guest from the public in attendance at the meeting, to speak to the Commissioners. Ms. Roberson introduced herself and said she was pleased with the Board's adoption of the flat rent schedule and felt that this rental option was a benefit to residents.

EXECUTIVE DIRECTOR'S REPORT

The Executive Director provided her report to the Commissioners. The report included notification of an upcoming Metropolitan Planning Commission hearing.

Mrs. Davis invited Mrs. Fontaine to return to the podium. After twenty-eight years of dedicated service, Mrs. Fontaine announced that she would be leaving the Authority at the end of the month. A time of tears, reflection, and appreciation followed.

There being no further business, the Chairman declared the meeting adjourned at 1:05 p.m.

Secretary

ATTEST:

Chairman

Approval Date: August 8, 2023

Consent Agenda Item (B)

FINANCE

BUDGET-VS-ACTUAL REPORT

PERIOD ENDING 06/30/2023

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

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

CENTRAL OFFICE COST CENTER (COCC) FOR YEAR TO DATE JUNE 2023

Analysis & Comments

- Total Revenue reflects a negative cumulative budget variance of \$ 188,196.
 - 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 2024 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 \$ 84,603.
- Fund Reports a cumulative loss of \$ 283,242, tracking over budget by \$ 272,799.

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.

PUBLIC HOUSING (AMP) REPORTING FOR YEAR TO DATE JUNE 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 \$ 278,426.
- Total Operating Expenses reflect a positive cumulative budget variance of \$ 170,836.

Reports a cumulative loss of \$ 16,159 tracking over budget by 107,591.

AMP 3 – Pickens Patterson Terrace, Single Family Homes

- Total Revenue reflects a negative cumulative budget variance of \$ 133,332.
- Total Operating Expenses reflect a positive cumulative budget variance of \$ 118,944.

Reports a cumulative loss of \$ 14,325, tracking over budget by \$ 14,388.

AMP 4 – Horace Stillwell Towers

- Total Revenue reflects a negative cumulative budget variance of \$ 181,501.
- Total Operating Expenses reflect a positive cumulative budget variance of \$ 68,541.

Reports a cumulative loss of \$ 94,502, tracking over budget by \$ 112,960.

AMP 6 – Yamacraw Village

- Total Revenue reflects a negative cumulative budget variance of \$ 320,080.
- Total Operating Expenses reflect a positive cumulative budget variance of \$ 334,170.

Reports a cumulative profit of \$ 91,499, tracking under budget by \$ 14,090.

SCB KAYTON, LLC FOR YEAR TO DATE JUNE 2023

Analysis & Comments

- Total Revenue reflects a positive cumulative budget variance of \$ 26,651.
- Total Operating Expenses reflect a positive cumulative budget variance of \$ 9,628.

Reports a cumulative profit of \$ 45,696, tracking under budget by \$ 36,279.

Annual Replacement Reserve contributions still need to be accrued as of 06/30/2023.

LOCAL FUND FOR YEAR TO DATE JUNE 2023

Analysis & Comments

- Total Revenue reflects a negative cumulative budget variance of \$ 731.
- Total Operating Expenses reflect a positive cumulative budget variance of \$ 127,952.

Reports a cumulative profit of \$ 134,403 tracking under budget by \$ 127,221.

BOND FUND FOR YEAR TO DATE JUNE 2023

Analysis & Comments

- Total Revenue reflects a negative cumulative budget variance of \$ 1,611.
- 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 \$ 2,127.

Reports a cumulative profit of \$ 62,583, tracking under budget by \$ 515.

HOUSING ASSISTANCE PAYMENTS PROGRAMS FOR YEAR TO DATE JUNE 2023

Housing Choice Voucher Program

- 1) The Administrative Section is reporting a cumulative loss of \$ 17,506, tracking under budget by \$ 34,529.
- 2) HAP Expenses are \$ 7,123,304 year to date. The Program Section is reporting a cumulative loss of \$ 406,165. 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 \$ 10,137, tracking under budget by \$ 16,053.
- 2) HAP Expenses are \$ 249,147 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 \$ 1,693, reflecting a positive budget variance of \$ 2,734.
- 2) HAP Expenses are \$ 16,315 year to date. The Program Section is reporting a cumulative profit of \$966. 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:	June-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			
Year to Date Administrative Profit/(Loss)	(283,242)	(16,159)	(14,325)	(94,502)	91,499	45,696	134,403	62,583
Fiscal Year 2023 Unaudited Ending Balance for								
Unrestricted Net Position:	867,452	1,543,649	343,125	943,583	1,576,311	262,859	12,382,858	2,722,847
Year to Date Balance of								
Unrestricted Net Position:	<u>584,210</u>	<u>1,527,490</u>	<u>328,800</u>	<u>849,081</u>	<u>1,667,810</u>	<u>308,555</u>	<u>12,517,261</u>	<u>2,785,430</u>

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

Reporting Month: **June-23**

HAP Fund

	Housing Choice Voucher Program	Shelter Plus Care Program	Single Room Occupancy Program
	Admin Section	Admin Section	Admin Section
Year to Date Administrative Profit/(Loss)	(17,506)	10,137	1,693
Fiscal Year 2023 Unaudited Ending Balance for Unrestricted Net Position:	1,968,771	703,094	204,642
Year to Date Balance of Unrestricted Net Position:	<u>1,951,265</u>	<u>713,231</u>	<u>206,335</u>
	Program Section	Program Section	Program Section
Year to Date Section 8 Programs Profit/(Loss)	0	0	0
Fiscal Year 2023 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>(17,506)</u></u>	<u><u>10,137</u></u>	<u><u>1,693</u></u>

HOUSING AUTHORITY OF SAVANNAH, GA
Funds : 250 - CENTRAL OFFICE COST CENTER
For June 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)
Revenue						
Total Tenant Revenue	0	0	0	0	0	0
Total Grant Revenue	0	53,776	(53,776)	0	161,328	(161,328)
Total Investment Revenue - Unrestricted	10	1,173	(1,163)	4,272	3,519	753
Total Investment Revenue - Restricted	0	0	0	0	0	0
Total Other Revenue	0	917	(917)	3,999	2,751	1,248
Total Management Fee Revenue	78,907	79,970	(1,063)	236,691	239,910	(3,219)
Total Bookkeeping Fee Revenue	28,088	27,565	523	83,985	82,695	1,290
Total Asset Management Fee Revenue	0	8,980	(8,980)	0	26,940	(26,940)
Total Admin Fee Revenue	0	0	0	0	0	0
Total Revenue	107,005	172,381	(65,376)	328,947	517,143	(188,196)
Expenses						
Total Administrative	253,583	157,933	(95,650)	545,489	473,799	(71,690)
Total Tenant Services	0	0	0	0	0	0
Total Utilities	4,124	5,483	1,359	10,945	16,449	5,504
Total Ordinary Maintenance & Operation	1,174	5,161	3,987	25,655	15,483	(10,172)
Total Protective Services	0	254	254	137	762	625
Total Insurance Premiums	8,671	5,525	(3,146)	24,788	16,575	(8,213)
Total General Expenses	0	1,506	1,506	5,176	4,518	(658)
Total Interest Expense and Amortization	0	0	0	0	0	0
Total Operating Expenses	267,551	175,862	(91,689)	612,189	527,586	(84,603)
Excess Operating Revenue Over Operating Expenses	(160,547)	(3,481)	(157,066)	(283,242)	(10,443)	(272,799)
Total Depreciation and Amortization	0	0	0	0	0	0
Total Housing Assistance Payments	0	0	0	0	0	0
Total Other Expenses	0	0	0	0	0	0
Total Other Financing Sources (Uses)	0	0	0	0	0	0
Excess (Deficiency) of Revenue Over Expenditures	(160,547)	(3,481)	(157,066)	(283,242)	(10,443)	(272,799)
Total Asset Purchases	344	875	531	404	2,625	2,221

HOUSING AUTHORITY OF SAVANNAH, GA
Funds : 011 - Simon Frazier Homes
For June 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)
Revenue						
Total Tenant Revenue	35,202	34,461	741	103,682	103,383	299
Total Grant Revenue	114,515	200,470	(85,955)	333,718	601,410	(267,692)
Total Investment Revenue - Unrestricted	94	4,572	(4,478)	2,338	13,716	(11,378)
Total Investment Revenue - Restricted	0	0	0	0	0	0
Total Other Revenue	2,976	3,717	(741)	11,496	11,151	345
Total Management Fee Revenue	0	0	0	0	0	0
Total Bookkeeping Fee Revenue	0	0	0	0	0	0
Total Asset Management Fee Revenue	0	0	0	0	0	0
Total Fees-For-Service Revenue	0	0	0	0	0	0
Total Revenue	152,787	243,220	(90,433)	451,234	729,660	(278,426)
Expenses						
Total Administrative	85,417	77,602	(7,815)	196,917	232,806	35,889
Total Tenant Services	9,989	1,399	(8,590)	10,862	4,197	(6,665)
Total Utilities	12,678	16,167	3,489	35,222	48,501	13,279
Total Ordinary Maintenance & Operation	61,501	99,072	37,571	202,046	297,216	95,170
Total Protective Services	119	113	(6)	119	339	220
Total Insurance Premiums	8,198	8,531	333	23,615	25,593	1,978
Total General Expenses	0	9,859	9,859	(1,388)	29,577	30,965
Total Interest Expense and Amortization	0	0	0	0	0	0
Total Operating Expenses	177,902	212,743	34,841	467,393	638,229	170,836
Excess Operating Revenue Over Operating Expenses	(25,115)	30,477	(55,591)	(16,159)	91,431	(107,591)
Total Depreciation and Amortization	0	0	0	0	0	0
Total Housing Assistance Payments	0	0	0	0	0	0
Total Other Expenses	0	0	0	0	0	0
Total Other Financing Sources (Uses)	0	0	0	0	0	0
Excess (Deficiency) of Revenue Over Expenditures	(25,115)	30,477	(55,591)	(16,159)	91,431	(107,591)
 Total Asset Purchases	 11	 30,108	 30,097	 11	 90,324	 90,313

HOUSING AUTHORITY OF SAVANNAH, GA
Funds : 016 - Patterson Terrace Homes, 017 - Single Family Homes
For June 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)
Revenue						
Total Tenant Revenue	36,656	27,939	8,717	97,411	83,817	13,594
Total Grant Revenue	30,876	81,121	(50,246)	105,835	243,363	(137,528)
Total Investment Revenue - Unrestricted	16	2,538	(2,522)	1,649	7,614	(5,965)
Total Investment Revenue - Restricted	0	0	0	0	0	0
Total Other Revenue	891	2,501	(1,610)	4,070	7,503	(3,433)
Total Management Fee Revenue	0	0	0	0	0	0
Total Bookkeeping Fee Revenue	0	0	0	0	0	0
Total Asset Management Fee Revenue	0	0	0	0	0	0
Total Fees-For-Service Revenue	0	0	0	0	0	0
Total Revenue	68,439	114,099	(45,660)	208,965	342,297	(133,332)
Expenses						
Total Administrative	36,203	33,998	(2,205)	105,374	101,994	(3,380)
Total Tenant Services	0	1,225	1,225	0	3,675	3,675
Total Utilities	5,901	3,541	(2,360)	7,395	10,623	3,228
Total Ordinary Maintenance & Operation	32,005	59,600	27,595	88,184	178,800	90,616
Total Protective Services	0	62	62	165	186	21
Total Insurance Premiums	7,513	7,879	366	22,172	23,637	1,465
Total General Expenses	0	7,773	7,773	0	23,319	23,319
Total Interest Expense and Amortization	0	0	0	0	0	0
Total Operating Expenses	81,623	114,078	32,455	223,290	342,234	118,944
Excess Operating Revenue Over Operating Expenses	(13,184)	21	(13,205)	(14,325)	63	(14,388)
Total Depreciation and Amortization	0	0	0	0	0	0
Total Housing Assistance Payments	0	0	0	0	0	0
Total Other Expenses	0	226	226	0	678	678
Total Other Financing Sources (Uses)	0	0	0	0	0	0
Excess (Deficiency) of Revenue Over Expenditures	(13,184)	(205)	(12,979)	(14,325)	(615)	(13,710)
Total Asset Purchases	110	17,172	17,062	110	51,516	51,406

HOUSING AUTHORITY OF SAVANNAH, GA
Funds : 008 - Horace Stillwell Towers
For June 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)
Revenue						
Total Tenant Revenue	43,446	39,325	4,121	126,568	117,975	8,593
Total Grant Revenue	50,769	82,931	(32,162)	150,692	248,793	(98,101)
Total Investment Revenue - Unrestricted	88	1,568	(1,480)	1,021	4,704	(3,683)
Total Investment Revenue - Restricted	0	0	0	0	0	0
Total Other Revenue	448	30,139	(29,691)	2,107	90,417	(88,310)
Total Management Fee Revenue	0	0	0	0	0	0
Total Bookkeeping Fee Revenue	0	0	0	0	0	0
Total Asset Management Fee Revenue	0	0	0	0	0	0
Total Fees-For-Service Revenue	0	0	0	0	0	0
Total Revenue	94,751	153,963	(59,212)	280,388	461,889	(181,501)
Expenses						
Total Administrative	55,294	32,785	(22,509)	132,448	98,355	(34,093)
Total Tenant Services	7,196	6,753	(443)	13,296	20,259	6,963
Total Utilities	17,672	11,387	(6,285)	28,876	34,161	5,285
Total Ordinary Maintenance & Operation	66,141	72,221	6,080	144,735	216,663	71,928
Total Protective Services	12,437	7,613	(4,824)	31,757	22,839	(8,918)
Total Insurance Premiums	8,279	8,048	(231)	23,777	24,144	367
Total General Expenses	0	9,003	9,003	0	27,009	27,009
Total Interest Expense and Amortization	0	0	0	0	0	0
Total Operating Expenses	167,018	147,810	(19,208)	374,889	443,430	68,541
Excess Operating Revenue Over Operating Expenses	(72,268)	6,153	(78,421)	(94,502)	18,459	(112,960)
Total Depreciation and Amortization	0	0	0	0	0	0
Total Housing Assistance Payments	0	0	0	0	0	0
Total Other Expenses	0	0	0	0	0	0
Total Other Financing Sources (Uses)	0	0	0	0	0	0
Excess (Deficiency) of Revenue Over Expenditures	(72,268)	6,153	(78,421)	(94,502)	18,459	(112,960)
Total Asset Purchases	0	12,337	12,337	0	37,011	37,011

HOUSING AUTHORITY OF SAVANNAH, GA
Funds : 002 - Yamacraw Village
For June 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)
Revenue						
Total Tenant Revenue	40,800	30,618	10,182	135,063	91,854	43,209
Total Grant Revenue	137,992	244,887	(106,895)	402,805	734,661	(331,856)
Total Investment Revenue - Unrestricted	72	5,703	(5,631)	6,450	17,109	(10,659)
Total Investment Revenue - Restricted	0	0	0	0	0	0
Total Other Revenue	8,741	15,106	(6,365)	24,544	45,318	(20,774)
Total Management Fee Revenue	0	0	0	0	0	0
Total Bookkeeping Fee Revenue	0	0	0	0	0	0
Total Asset Management Fee Revenue	0	0	0	0	0	0
Total Fees-For-Service Revenue	0	0	0	0	0	0
Total Revenue	187,606	296,314	(108,708)	568,862	888,942	(320,080)
Expenses						
Total Administrative	69,809	67,708	(2,101)	174,579	203,124	28,545
Total Tenant Services	5,953	4,514	(1,439)	12,394	13,542	1,148
Total Utilities	22,332	14,980	(7,352)	42,064	44,940	2,876
Total Ordinary Maintenance & Operation	73,383	155,763	82,380	195,379	467,289	271,910
Total Protective Services	10,000	52	(9,948)	11,999	156	(11,843)
Total Insurance Premiums	14,213	14,660	448	42,827	43,980	1,153
Total General Expenses	0	12,834	12,834	(1,877)	38,502	40,379
Total Interest Expense and Amortization	0	0	0	0	0	0
Total Operating Expenses	195,690	270,511	74,821	477,363	811,533	334,170
Excess Operating Revenue Over Operating Expenses	(8,084)	25,803	(33,887)	91,499	77,409	14,090
Total Depreciation and Amortization	0	0	0	0	0	0
Total Housing Assistance Payments	0	0	0	0	0	0
Total Other Expenses	0	0	0	0	0	0
Total Other Financing Sources (Uses)	0	0	0	0	0	0
Excess (Deficiency) of Revenue Over Expenditures	(8,084)	25,803	(33,887)	91,499	77,409	14,090
Total Asset Purchases	145	37,559	37,414	145	112,677	112,532

HOUSING AUTHORITY OF SAVANNAH, GA
Funds : 810 - SCB Kayton
For June 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)
Revenue						
Total Tenant Revenue	19,997	20,050	(53)	59,419	60,150	(731)
Total Grant Revenue	73,843	61,854	11,989	216,067	185,562	30,505
Total Investment Revenue - Unrestricted	88	72	16	266	216	50
Total Investment Revenue - Restricted	0	0	0	0	0	0
Total Other Revenue	450	1,656	(1,206)	1,794	4,968	(3,174)
Total Management Fee Revenue	0	0	0	0	0	0
Total Bookkeeping Fee Revenue	0	0	0	0	0	0
Total Asset Management Fee Revenue	0	0	0	0	0	0
Total Fees-For-Service Revenue	0	0	0	0	0	0
Total Revenue	94,379	83,632	10,747	277,547	250,896	26,651
Expenses						
Total Administrative	27,084	20,518	(6,566)	67,907	61,554	(6,353)
Total Tenant Services	2,912	1,771	(1,141)	7,359	5,313	(2,046)
Total Utilities	9,797	2,182	(7,615)	22,302	6,546	(15,756)
Total Ordinary Maintenance & Operation	68,844	49,315	(19,529)	115,077	147,945	32,868
Total Protective Services	354	71	(283)	781	213	(568)
Total Insurance Premiums	6,688	6,533	(155)	19,432	19,599	167
Total General Expenses	(1,007)	103	1,110	(1,007)	309	1,316
Total Interest Expense and Amortization	0	0	0	0	0	0
Total Operating Expenses	114,672	80,493	(34,179)	231,851	241,479	9,628
Excess Operating Revenue Over Operating Expenses	(20,294)	3,139	(23,433)	45,696	9,417	36,279
Total Depreciation and Amortization	0	0	0	0	0	0
Total Housing Assistance Payments	0	0	0	0	0	0
Total Other Expenses	0	0	0	0	0	0
Total Other Financing Sources (Uses)	0	0	0	0	0	0
Excess (Deficiency) of Revenue Over Expenditures	(20,294)	3,139	(23,433)	45,696	9,417	36,279
 Total Asset Purchases	 7	 167	 160	 7	 501	 494

HOUSING AUTHORITY OF SAVANNAH, GA
Funds : 400 - Local Fund
For June 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)
Revenue						
Total Tenant Revenue	0	0	0	0	0	0
Total Grant Revenue	0	0	0	0	0	0
Total Investment Revenue - Unrestricted	50,151	74,497	(24,346)	167,117	223,491	(56,374)
Total Investment Revenue - Restricted	0	0	0	0	0	0
Total Other Revenue	28,908	37,972	(9,064)	169,560	113,916	55,644
Total Management Fee Revenue	0	0	0	0	0	0
Total Bookkeeping Fee Revenue	0	0	0	0	0	0
Total Asset Management Fee Revenue	0	0	0	0	0	0
Total Fees-For-Service Revenue	0	0	0	0	0	0
Total Revenue	79,058	112,469	(33,411)	336,676	337,407	(731)
Expenses						
Total Administrative	76,996	101,661	24,665	181,925	304,983	123,058
Total Tenant Services	0	333	333	0	999	999
Total Utilities	0	629	629	0	1,887	1,887
Total Ordinary Maintenance & Operation	5,148	6,929	1,781	15,469	20,787	5,318
Total Protective Services	0	0	0	0	0	0
Total Insurance Premiums	2,041	315	(1,726)	4,880	945	(3,935)
Total General Expenses	0	208	208	0	624	624
Total Interest Expense and Amortization	0	0	0	0	0	0
Total Operating Expenses	84,185	110,075	25,890	202,273	330,225	127,952
Excess Operating Revenue Over Operating Expenses	(5,127)	2,394	(7,521)	134,403	7,182	127,221
Total Depreciation and Amortization	0	0	0	0	0	0
Total Housing Assistance Payments	0	0	0	0	0	0
Total Other Expenses	0	0	0	0	0	0
Total Other Financing Sources (Uses)	0	0	0	0	0	0
Excess (Deficiency) of Revenue Over Expenditures	(5,127)	2,394	(7,521)	134,403	7,182	127,221
Total Asset Purchases	0	1,167	1,167	0	3,501	3,501

HOUSING AUTHORITY OF SAVANNAH, GA
Funds : 500 - Bond Fund
For June 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)
Revenue						
Total Tenant Revenue	0	0	0	0	0	0
Total Grant Revenue	0	0	0	0	0	0
Total Investment Revenue - Unrestricted	101	3,439	(3,338)	8,413	10,317	(1,904)
Total Investment Revenue - Restricted	0	0	0	0	0	0
Total Other Revenue	18,083	18,046	37	54,432	54,138	294
Total Management Fee Revenue	0	0	0	0	0	0
Total Bookkeeping Fee Revenue	0	0	0	0	0	0
Total Asset Management Fee Revenue	0	0	0	0	0	0
Total Fees-For-Service Revenue	0	0	0	0	0	0
Total Revenue	18,185	21,485	(3,300)	62,844	64,455	(1,611)
Expenses						
Total Administrative	104	796	692	261	2,388	2,127
Total Tenant Services	0	0	0	0	0	0
Total Utilities	0	0	0	0	0	0
Total Ordinary Maintenance & Operation	0	0	0	0	0	0
Total Protective Services	0	0	0	0	0	0
Total Insurance Premiums	0	0	0	0	0	0
Total General Expenses	0	0	0	0	0	0
Total Interest Expense and Amortization	0	0	0	0	0	0
Total Operating Expenses	104	796	692	261	2,388	2,127
Excess Operating Revenue Over Operating Expenses	18,081	20,689	(2,609)	62,583	62,067	515
Total Depreciation and Amortization	0	0	0	0	0	0
Total Housing Assistance Payments	0	0	0	0	0	0
Total Other Expenses	0	0	0	0	0	0
Total Other Financing Sources (Uses)	0	0	0	0	0	0
Excess (Deficiency) of Revenue Over Expenditures	18,081	20,689	(2,609)	62,583	62,067	515
Total Asset Purchases	0	0	0	0	0	0

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

Administrative						
	This Month Actual	This Month Budget	Variance - Better (Worse)	Year-To-Date Actual	Year- To-Date Budget	Variance - Better (Worse)
Revenue						
HUD OPER GRNT: FSS Coordinator Receipts	50,973	15,512	35,461	50,973	46,536	4,437
HUD OPER SUBS: HCV ADMIN FEE	196,881	193,000	3,881	590,057	579,000	11,057
Homeownership Admin Fees	0	117	(117)	0	351	(351)
INVSTMT INC-UNRESTRICTED	54	12	42	11,552	36	11,516
FRAUD- Admin	0	375	(375)	0	1,125	(1,125)
Misc Income Account	50	12,863	(12,813)	50	38,589	(38,539)
Total Revenue	247,958	221,879	26,079	652,633	665,637	(13,004)
Expenses						
Total Administrative	274,389	227,727	(46,662)	644,972	683,181	38,209
Total Tenant Services	0	0	0	0	0	0
Total Utilities	1,572	796	(776)	4,481	2,388	(2,093)
Total Ordinary Maintainance & Operation	779	4,736	3,957	2,265	14,208	11,943
Total Protective Services	0	252	252	0	756	756
Total Insurance Premiums	7,036	5,713	(1,323)	17,352	17,139	(213)
Total General Expenses	0	0	0	1,068	0	(1,068)
Total Interest Expense and Amortization	0	0	0	0	0	0
Total Operating Expenses	283,776	239,224	(44,552)	670,138	717,672	47,534
Excess Operating Revenue Over Operating Expenses	(35,818)	(17,345)	(18,473)	(17,506)	(52,035)	34,529

HOUSING AUTHORITY OF SAVANNAH, GA
 Funds : 360 - Housing Choice Voucher
 For June 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)
Revenue						
HUD OPER GRNTS: HCV	2,140,967	2,104,147	36,820	6,713,510	6,312,441	401,069
FRAUD-HAP	0	375	(375)	0	1,125	(1,125)
FSS Forfeiture Income	0	1,547	(1,547)	3,628	4,641	(1,013)
Total Revenue	<u>2,140,967</u>	<u>2,106,069</u>	<u>34,898</u>	<u>6,717,138</u>	<u>6,318,207</u>	<u>398,931</u>
Expenses						
Total Depreciation and Amortization	0	0	0	0	0	0
Total Housing Assistance Payments	2,409,581	2,105,661	(303,920)	7,123,304	6,316,980	(806,324)
Total Other Expenses	0	0	0	0	0	0
Total Expenses	<u>2,409,581</u>	<u>2,105,661</u>	<u>(303,920)</u>	<u>7,123,304</u>	<u>6,316,981</u>	<u>(806,324)</u>
Total Other Financing Sources (Uses)	0	0	0	0	0	0
Excess (Deficiency) of Revenue Over Expenditures	<u>(268,614)</u>	<u>408</u>	<u>(269,022)</u>	<u>(406,165)</u>	<u>1,226</u>	<u>(407,392)</u>
Total Asset Purchases	317	0	(317)	365	0	(365)

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

Administrative						
	This Month Actual	This Month Budget	Variance - Better (Worse)	Year-To-Date Actual	Year- To-Date Budget	Variance - Better (Worse)
Revenue						
ADMIN FEE INCOME: SPC	7,020	-	7,020	19,867	-	19,867
INVSTMT INC-UNRESTRICTED	28	-	28	1,200	-	1,200
Total Revenue	7,048	-	7,048	21,067	-	21,067
Expenses						
Total Administrative	5,861	1,972	(3,889)	10,930	5,916	(5,014)
Total Tenant Services	-	-	-	-	-	-
Total Utilities	-	-	-	-	-	-
Total Ordinary Maintainance & Operation	-	-	-	-	-	-
Total Protective Services	-	-	-	-	-	-
Total Insurance Premiums	-	-	-	-	-	-
Total General Expenses	-	-	-	-	-	-
Total Interest Expense and Amortization	-	-	-	-	-	-
Total Operating Expenses	5,861	1,972	(3,889)	10,930	5,916	(5,014)
Excess Operating Revenue Over Operating Expenses	1,186	(1,972)	3,159	10,137	(5,916)	16,053

HOUSING AUTHORITY OF SAVANNAH, GA
Funds : 363 - Shelter Plus Care
For June 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)
Revenue						
HUD OPER SUBS: SHELTER PLUS CARE GRANTS	100,287	0	100,287	283,809	0	283,809
Total Revenue	<u>100,287</u>	<u>0</u>	<u>100,287</u>	<u>283,809</u>	<u>0</u>	<u>283,809</u>
Expenses						
Total Depreciation and Amortization	0	0	0	0	0	0
Total Housing Assistance Payments	74,712	76,306	1,594	249,147	228,918	(20,229)
Total Other Expenses	0	0	0	0	0	0
Total Expenses	<u>74,712</u>	<u>76,306</u>	<u>1,594</u>	<u>249,147</u>	<u>228,918</u>	<u>(20,229)</u>
Total Other Financing Sources (Uses)	0	0	0	0	0	0
Excess (Deficiency) of Revenue Over Expenditures	<u><u>25,575</u></u>	<u><u>(76,306)</u></u>	<u><u>101,881</u></u>	<u><u>34,662</u></u>	<u><u>(228,918)</u></u>	<u><u>263,580</u></u>
Total Asset Purchases	0	0	0	0	0	0

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

Administrative						
	This Month Actual	This Month Budget	Variance - Better (Worse)	Year-To-Date Actual	Year- To-Date Budget	Variance - Better (Worse)
Revenue						
HUD OPER SUBS: SRO ADMIN FEE	1,597	1,470	127	4,790	4,410	380
INVSTMT INC-UNRESTRICTED	2	255	(253)	2,331	765	1,566
MISC INC (MISC SOURCES)	0	294	(294)	0	882	(882)
Total Revenue	1,599	2,019	(420)	7,121	6,057	1,064
Expenses						
Total Administrative	2,232	2,314	82	4,886	6,942	2,056
Total Tenant Services	0	0	0	0	0	0
Total Utilities	21	7	(14)	60	21	(39)
Total Ordinary Maintainance & Operation	10	15	5	76	45	(31)
Total Protective Services	0	2	2	0	6	6
Total Insurance Premiums	131	28	(103)	392	84	(308)
Total General Expenses	0	0	0	14	0	(14)
Total Interest Expense and Amortization	0	0	0	0	0	0
Total Operating Expenses	2,394	2,366	(28)	5,427	7,098	1,671
Excess Operating Revenue Over Operating Expenses	(795)	(347)	(448)	1,693	(1,041)	2,734

HOUSING AUTHORITY OF SAVANNAH, GA
 Funds : 370 - Single Room Occupancy Fund
 For June 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)
Revenue						
HUD OPER SUBS: SRO	5,760	5,180	580	17,281	15,540	1,741
Total Revenue	5,760	5,180	580	17,281	15,540	1,741
Expenses						
Total Depreciation and Amortization	0	0	0	0	0	0
Total Housing Assistance Payments	5,289	5,180	(109)	16,315	15,540	(775)
Total Other Expenses	0	0	0	0	0	0
Total Expenses	5,289	5,180	(109)	16,315	15,540	(775)
Total Other Financing Sources (Uses)	0	0	0	0	0	0
Excess (Deficiency) of Revenue Over Expenditures	471	0	471	966	0	966
Total Asset Purchases	0	0	0	0	0	0

Consent Agenda Item (C)

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 was made available to HAS in May 2023 (with an exception for Yamacraw Village, for which a new PNA is forthcoming). In accordance with the schedule below, the [2024 – 2028 5YAP Draft](#) should be ready for review by the Board of Commissioners in late September 2023, after consultation with residents is complete.

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.

Activity	Completion Date (*estimated)	Status
<i>Solicitation for PNA is published</i>	7-Nov-22	Complete
<i>Deadline for receiving responses</i>	7-Dec-22	Complete
<i>PNA vendor selection</i>	12-Dec-22	Complete
<i>Preparation of schedule and project documents</i>	27-Jan-23	Complete
<i>Period for physical assessment of properties</i>	10-Feb-23	Complete
<i>Period for preparation of reports</i>	20-Feb-23	Complete
<i>Delivery of PNA Draft reports to HAS</i>	28-Feb-23	Complete
<i>HAS review of Drafts and consultation with site staff</i>	30-Mar-23	Complete
<i>HAS final submission of comments to vendor</i>	28-Apr-23	Complete
<i>Delivery of Final PNA reports to HAS</i>	31-May-23	Complete
<i>Selection of new members of HAS Resident Advisory Board (RAB)</i>	23-Jun-23	Complete
<i>Conclusion of RAB and resident consultation period for 5YAP</i>	1-Sep-23*	On track
<i>Board of Commissioners 5YAP Workshop</i>	20-Sep-23*	On track
<i>HAS finalization of CFP 5YAP</i>	2-Oct-23*	On track
<i>Publication of 5YAP Draft</i>	1-Nov-23*	On track
<i>Public Comment Period, compilation of responses</i>	1-Jan-24*	On track
<i>Board of Commissioners adoption of 5YAP</i>	9-Jan-24*	On track
<i>EPIC Submission of 2024_2028 CFP Action Plan</i>	10-Jan-24*	On track

Table 1: 5YAP Schedule

The current 5YAP (2019 – 2023) strongly relied on results of the 2019 PNA and is inclusive of projects currently underway, presented in Table 2 below:

Capital Improvement Project	Scope	Contract Amount	Contract Execution	Estimated Completion
<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 MEP</i>	Upgrade of HVAC units, electrical power devices and interior lighting components within the apartment units. Installation of attic access doors	\$ 4,019,507	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	\$ 427,324	March 2023	September 2023
<i>Stillwell Towers PTACs</i>	Replacement of in-unit PTACs	\$ 424,133 (March 2023	July 2023 (completed)
<i>Stillwell Towers Generator</i>	Replace and Upgrade Emergency Generator	\$ 152,264	April 2023	January 2024

Table 2: Capital Improvement Projects

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, Fellwood 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 with 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 improved 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 hosted 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 became available in May 2023 and underwent review by HAS staff.

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, however the project was not selected. The partners plan to submit a new application in the fall of 2023.

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 3 presents information on recent deals for which principal balance on the bonds is still outstanding and HAS Issuer Fees are still being collected.

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

Table 3: Outstanding Bonds

IV. HAS-Managed Operating Properties

Properties managed by HAS are included in Table 4 below, with additional information regarding their performance in the following sections.

Properties	Year of Construction	Number of HAS-Managed Units
Yamacraw Village	1941	315
Simon Frazier Homes	1968	236
Stillwell Towers	1972	211
Pickens Patterson Terrace	1982	76
Single Family Homes	1996	60
Total Conventional PH units		898
The View at Oglethorpe I	2018	72
The View at Oglethorpe II	2018	100
River Pointe	2016	280
Total Mixed Income / LIHTC units		452
Herbert Kayton Homes	1962	163
Total PBV units		163
HAS-MANAGED UNITS		1,513

Table 4: HAS-managed properties

CONVENTIONAL PUBLIC HOUSING PROPERTIES

OCCUPANCY BRIEFINGS AND WORKSHOPS

There were Twenty-three (23) scheduled eligibility interviews in July 2023. Nine (9) 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.

	July	June	May	TOTAL
Abandoned Unit	0	0	0	1
Non Payment of Rent	4	2	2	8
Criminal Activity	2	0	1	4
Other Lease Violations	7	2	2	15
Other Move outs	2	6	10	33
Section 8	2	1	4	14
TOTAL	15	11	19	75

Table 5: Move-outs

OCCUPANCY

Table 6 below provides occupancy rates for each one of the public housing properties as of July 28, 2023.

Neighborhood	Total Units	Total Vacancies	Occupancy As of July 28, 2023
Yamacraw Village	315	130	59%
Horace Stillwell Towers	210	8	96%
Simon Frazier Homes	236	18	92%
Pickens Patterson Terrace	76	6	92%

Single Family Homes	60	3	95%
Total for HAS Public Housing Units	898	165	82%

Table 6: Occupancy Rates

DELINQUENT ACCOUNTS

PH Neighborhoods	Delinquent Accounts
Frazier Homes	17
Patterson Terrace	7
Single Family Homes	3
Stillwell Towers	7
Yamacraw Village	35
Total	69

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 **July 28, 2023**, 88% of units were occupied.

Phase II

Phase II consists of 100 units, of which, 36 are RAD units transferred from the former Wessels and Blackshear sites. Phase II is 80% affordable with 20 market-rate units. After attaining certain occupancy and financial standards, Phase II reached Rental Achievement¹ in February 2019. As of **July 28, 2023**, 93% 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 **July 28, 2023**, River Pointe was 94% occupied.

HERBERT KAYTON HOMES

As of **July 28, 2023**, Kayton Homes was 78% occupied, with lease-up of units guided by a site-based waiting list and briefings with applicants.

Consent Agenda Item (D)

RESIDENT SERVICES

Capital Conversations in the Neighborhoods

Capital improvements are essential to the health and safety of our residents of Public Housing. The Residents were delighted to participate in the capital conversations. These informal sessions are being held in the neighborhoods and facilitated by Mrs. Tammy Brawner, Management Analyst with the support of Resident Services and Management. The sessions are designed to stimulate conversations associated with future needs and current concerns.

Housing Choice Voucher (HCV) Homeownership New Homeowner

The Homeownership Program would like to congratulate our third homeowner of the year. A family of three purchased a 3 bed, 2 bath on August 4, 2023. The purchase price for the home was \$235,000. We are extremely proud of this homeowner's accomplishment!

The Homeownership Program will host an enrollment orientation for new applicants interested in purchasing a home utilizing their Housing Choice Voucher. The orientations are scheduled for Wednesday, August 23, 2023 at 10:00 AM & 2:00 PM at the Housing Authority of Savannah. In addition, a virtual orientation is scheduled for Thursday, August 24, 2023 at 10:00 AM via WebEx.



Farmers Market comes to Stillwell Towers

The Housing Authority of Savannah continues to meet the growing need for additional food subsidies for our senior residents. Other local agencies are recognizing this growing concern and have joined in these efforts. USDA Food and Nutrition Service provides low-income seniors with access to locally grown fruits, vegetables, honey, and herbs. On Thursday, August 24, 2023 a total of 50 residents of Stillwell Towers will receive fresh fruits and vegetables valued at \$50.00. Eligibility requirements are that the residents must be at least 60 years

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

old, registered with the City of Savannah's Golden Age Program and currently participating in the congregate lunch program.

Family Self- Sufficiency (FSS) Program Participants Empowering Financial Well-being

During these uncertain times, it is vital that we continue to equip our Program participants with the essential tools and knowledge to secure their financial future. The Housing Authority of Savannah's FSS Program in collaboration with World System Builder (WSB) will host a virtual workshop entitled "Building Savings and Wealth" on Thursday, August 24, 2023 at 10:00 am via WebEx The workshop facilitator is Tamekia Fallin, Senior Marketing Director.

WSB is committed to educating and empowering 30 million people by 2030. The workshop will include the following: (1) Budgeting: learning the arts of creating and maintaining a budget to take control of one's finances effectively. (2) Saving Strategies: Explore various saving techniques and understand how to build a strong financial foundation. (3) Planning for the future: discovering the importance of long-term financial planning and how to set achievable goals. This workshop is designed to empower residents with valuable insights, enabling them to make informed decisions for their financial well-being.

Consent Agenda Item (E) HOUSING CHOICE VOUCHER PROGRAM

As of July 1, 2023, the total leased vouchers are 2,385 and 351 were issued, for a total of 2,736 committed. Also, additional vouchers were issued after July 1st for these programs:

5 for SPC
0 for Mod Rehab
7 for Vouchers
3 for VASH
4 for PBV
2 for RAD

Based upon our current numbers as well as the software conversion, we do not plan on sending eligibility letters to applicants on the waiting list until September or October.

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 1st for new leases and February 1st for all families paying more than 30% of their adjusted income toward rent and utilities.

	No. Allocated 07/01/2023	No. Committed 05/01/2023	No. Committed 06/01/2023	No. Committed 07/01/2023	No. Available
SPC	112	132	129	135	-23
Mod Rehab	20	19	18	18	2
Vouchers	2735	2743	2753	2736	-1
Portables	-	30	30	29	
VASH	137	95	100	105	32
HCV PBV	271	257	255	255	16
RADPBV	330	274	285	282	48
TOTAL	3605	3520	3540	3531	74

NUMBER ON WAITING LIST: 1,991

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* **PRESENTATION OF THE FY 2022 FINANCIAL AUDIT**

BOARD PRESENTATION:

Director of Finance Robert Faircloth will give a presentation of the annual independent financial audit for the Fiscal Year Ended March 31, 2022 at Tuesday's meeting.

The audited financial statement accompanies the Board packet for your review on the following pages, for Tuesday's presentation by Mr. Faircloth.

BOARD CONSIDERATION AND ACTION:

For review and information.



Agenda Item No. 3 – *New Business* CAPITAL FUND FIVE YEAR ACTION PLAN

RECOMMENDED ACTION:

Receive information and schedule Board of Commissioners Workshop.

BACKGROUND:

The Housing Authority of Savannah (HAS) develops Capital Fund Five Year Action Plans (5YAP) to guide the future deployment of Capital Funds made available annually by the U.S. Department of Housing and Urban Development (HUD) for the development, financing, management improvements, and modernization of public housing developments.

5YAP are the “map” used by HAS to guide staff, as well as HUD, residents, and other important stakeholders, in the plans for physical, administrative, and managerial modifications forecasted for each one of the public housing properties owned and managed by HAS, which are currently a total of five (from the oldest to the youngest: Yamacraw Village, Simon Frazier Homes, Horace Stillwell Towers, Pickens Patterson Terrace, and Single Family Homes).

The most recent 5YAP covered years 2019 through 2023, hence, a new one is due in January 2024 forecasting activities and projects that will be undertaken by HAS to ensure decent, safe, and sanitary housing for its public housing residents.

The development of a 5YAP begins several months before the Plan is due to HUD, and requires the engagement with Physical Needs Assessors and Environmental Consultants that inform HAS about immediate and long-term needs of the properties, as well as recommended methods for improved energy efficiency and sustainability. Through formal procurement, HAS selected Dominion Due Diligence Group (D3G) for a detailed Physical Needs Assessment (PNA) of the public housing properties, which has been complete, resulting in final reports currently under analysis by HAS staff.

ANALYSIS:

Strategic planning sessions have been held by HAS with key staff members to prioritize work identified in the PNA reports, and to ensure input from management staff and residents is incorporated into the 5YAP. The initial Draft of the 5YAP will be available for review by the Board of Commissioners in late September, when HAS plans to host a 5YAP Workshop. In the Workshop,

Commissioners will be provided a detailed overview of the PNA reports and methodology utilized by staff for prioritizing capital improvement projects and guiding consultation with residents. After receiving comments from the Board of Commissioners, HAS can publish the Draft 5YAP and receive public comments for a minimum of 45 days. A public hearing follows as a last step in the public consultation process. The final 5YAP is expected to be available for review and adoption by the Board of Commissioners in January 2024. Once adopted by the Commissioners, the Plan is authorized to be uploaded to HUD's Energy and Performance Information Center for approval.

LEGAL CONSIDERATIONS:

None

FINANCIAL AND OTHER CONSIDERATIONS:

The development of a 5YAP takes into consideration capital fund amounts that HAS forecasts will be made available by HUD on an annual basis. Nonetheless, amounts are formula-driven, based on existing modernization needs and accrual needs of PHAs, and are subject to HUD Budget / Appropriations.

COMMENTS:

The 5YAP is reviewed and submitted along with the HAS Annual Plan so goals and objectives are in alignment.

BOARD CONSIDERATION AND ACTION:

To consider attendance in late September of a Workshop for presentation by HAS staff of the Capital Fund Five Year Action Plan Draft.