



August 20, 2024

Board of Commissioners Postponed Regular Meeting

BOARD OF COMMISSIONERS

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

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

Darrel Daise
Term Expires: 01/04/2025

Michael Holland
Term Expires: 01/04/2027

Happi Peavey-Guzman
Term Expires: 01/04/2029

RESIDENT ADVISORS

Deborah Bulloch
Term Expires: 05/14/2026

Sophia Perry
Term Expires: 05/14/2026

Earline Wesley Davis, Executive Director



TENTATIVE AGENDA

POSTPONED REGULAR BOARD OF COMMISSIONERS MEETING

Tuesday, August 20, 2024, 1:15 p.m.

HAS Administrative Office, 1407 Wheaton Street, Building A

MEETING CALL TO ORDER: DR. M. ANN LEVETT, CHAIRWOMAN

MOMENT OF SILENCE

1. Consent Agenda* Dr. M. Ann Levett, Chairwoman

Recommended Action: Approve

- (A) Minutes of July 9, 2024 Regular Meeting
- (B) Resident Services Report
- (C) Asset and Property Management Report
- (D) Assisted Housing Programs Report
- (E) Financial 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. MOU with Georgia Department of Community Affairs Rafaella Nutini, Director of Asset Management

Recommended Action: Adopt Board Resolution No. 08-24-01

3. Americans with Disabilities Act (ADA) Transition Plan Rafaella Nutini, Director of Asset Management

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.*

ADJOURNMENT Dr. M. Ann Levett, Chairwoman



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

RECOMMENDED ACTION:

Approve Consent Agenda

BACKGROUND:

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

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

- Earline Wesley Davis, Executive Director
- Lynn Coleman, Director of Assisted Housing Programs
- Robert Faircloth, Director of Finance
- Shannell Hardwick, Director of Human Resources
- Rafaella Nutini, Director of Asset Management
- Phillip Taylor, Director of Property 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 9, 2024 Regular Meeting	Approve Minutes
(B) Resident Services Report	Receive Report
(C) Asset and Property Management Report	Receive Report
(D) Assisted Housing Programs Report	Receive Report
(E) Financial Services Report	Receive Report

BOARD CONSIDERATION AND ACTION:

Approve Consent Agenda

Consent Agenda Item (A)

MEETING MINUTES

The proposed minutes of the July 9, 2024 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.

Dr. M. Ann Levett
Chairwoman

Edward Gresham
Vice Chairman

Darrel Daise

Michael Holland

Happi Peavey-Guzman

DRAFT FOR APPROVAL
REGULAR MEETING
OF THE BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF SAVANNAH
July 9, 2024

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 Board Room beginning at 12:15 p.m. on Tuesday, July 9, 2024. Chairwoman Dr. M. Ann Levett called the meeting to order and upon roll call those present and absent were as follows:

Present: Dr. M. Ann Levett, Chairwoman
 Edward Gresham, Vice Chairman
 Darrel Daise
 Michael Holland
 Happi Peavey-Guzman

Absent: None

Also present were Executive Director Earline Wesley Davis, Deputy Director Kenneth Clark, Director of Assisted Housing Programs Lynn Coleman, Director of Human Resources Shannell Hardwick, Director of Finance Robert Faircloth, Director of Asset Management Rafaella Nutini, Director of Property Management Phillip Taylor, Management Analyst Tammy Brawner, Homeownership Specialist DaShawna Kea, Resident Advisor Deborah Bulloch, and Resident Advisor Sophia Perry. Attorney Dana Braun of Ellis, Painter, Ratterree, & Adams LLP, Reporter Julia Gentin of *The Current*, and Attorney David Sunshine Hamburger of Georgia Legal Services were also in attendance.

The Chairwoman opened the meeting with a moment of silence.

APPROVAL OF CONSENT AGENDA

The Consent Agenda included the minutes of the June 11, 2024 regular meeting and June 25, 2024 special meeting; Resident Services Report; Asset and Property Management Report; and Assisted Housing Programs Report. Commissioner Holland made a motion to approve the consent agenda. Commissioner Daise seconded the motion and it passed unanimously.

INTERIM PROPERTY MANAGEMENT AGREEMENTS

Director of Asset Management Rafaella Nutini addressed the Board of Commissioners regarding Interim Management Agreements needed for the following properties: The View Oglethorpe I, The View at Oglethorpe II and River Pointe. Ms. Nutini indicated that HAS is seeking to be the sole property management agent for these properties, now that Envolve has been terminated.

Commissioner Daise made a motion to adopt Board Resolution 07-24-01, which follows, to authorize the Executive Director to execute Management Agreements on behalf of the Housing Authority of Savannah. Commissioner Peavey-Guzman seconded the motion, which was unanimously approved.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Earline Davis provided a report to the Board of Commissioners.

EXECUTIVE SESSION

At 12:45 p.m., Commissioner Daise made a motion, seconded by Commissioner Holland, to enter Executive Session to discuss a personnel matter. The affidavit of Chairwoman Dr. M. Ann Levett, the presiding officer, is attached to these minutes and made a part hereof. At 1:15 p.m., the Board of Commissioners returned to open session.

There being no further business, the Chairwoman adjourned the meeting at 1:215p.m.

Secretary

ATTEST:

Chairwoman

Approval Date: August 20, 2024

STATE OF GEORGIA)
COUNTY OF CHATHAM)

AFFIDAVIT

PERSONALLY appeared before the undersigned attesting officer, duly authorized to administer oaths, Dr. M. Ann Levett, who after being duly sworn, deposes, and on oath states the following:

(1) I was the presiding officer of a duly noticed meeting of the Housing Authority of Savannah held on July 9, 2024.

(2) That it is my understanding that O.C.G.A. §50-14-4(b) provides as follows:

When any meeting of an agency is closed to the public pursuant to subsection (a) of this Code section, the chairperson or other person presiding over such meeting shall execute and file with the official minutes of the meeting a notarized affidavit stating under oath that the subject matter of the meeting or the closed portion thereof was devoted to matters within the exceptions provided by law and identifying the specific relevant exception.

(3) A portion of the meeting held on July 9, 2024 was closed for discussing or deliberating upon the appointment, employment, compensation, hiring, disciplinary action or dismissal, or periodic evaluation or rating of a public officer or employee or interviewing applicants for the position of the executive head of an agency, as authorized pursuant to O.C.G.A. §50-14-3(6)(b)(2).

(4) This affidavit is being executed for the purpose of complying with the mandate of O.C.G.A. §50-14-4(b) that such an affidavit be executed.

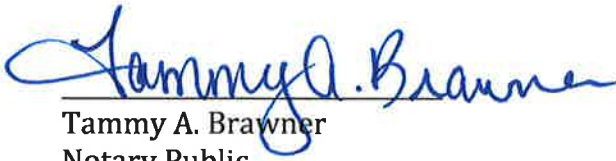
This 9th day of July, 2024



Dr. M. Ann Levett, Chairwoman
Housing Authority of Savannah

Sworn to and subscribed before me

This 9th day of July, 2024



Tammy A. Brawner
Notary Public

Tammy A. Brawner
NOTARY PUBLIC
Chatham County
State of Georgia
My Comm. Expires March 3, 2028

Consent Agenda Item (B) RESIDENT SERVICES

Housing Choice Voucher (HCV) Homeownership New Homeowners

The homeownership program would like to congratulate our two newest homeowners. A family of four purchased a 3-bedroom, 2 bath home in the Leeds Gate Community located in Savannah, GA on June 26, 2024. The family purchased the home they were renting. The home was purchased with a conventional loan in the amount of \$226,597. The family received a combined total of \$44,500 in down payment assistance from The City of Savannah's Dream Maker Program and the Federal Home Loan Bank of Atlanta's Set-aside Program. This family is our seventh homeowner for 2024.



Our eighth homeowner is a disabled family of three who purchased a 3-bedroom home on July 15, 2024. The home is in the Bacon Park/ Sandfly Community of Savannah, GA. The purchase price was \$215,000. At the time of the initial application, the family needed to improve their credit history and credit score. The family was able to get pre-qualified through King Newton Financial Services on November 9, 2023, for an FHA loan in the amount of \$211,105. In addition, the City of Savannah's Dream Maker Program was utilized for down payment assistance in the amount of \$20,000.

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



Family Self-Sufficiency Program (FSS) New Partnership

We are pleased to announce an exciting new partnership between the FSS Program and the Coastal Empire Habitat for Humanity Homebuyers Program. This collaboration aims to enhance FSS participants' journey towards homeownership by providing valuable information and resources related to the homebuying process. Through this partnership, we will offer comprehensive information about the Coastal Empire Habitat for Humanity Homebuyers Program, including details on their application process, eligibility and requirements.

The session is scheduled for Wednesday, August 21, 2024, at 10:00 am. The location is the Housing Authority of Savannah, Conference Room, Building B. We believe this partnership will greatly benefit those residents who desire to reach their homeownership goals. We look forward to supporting our participants through this exciting journey.

Success Story: VB's Progress in the Family Self-Sufficiency Program (FSS)

I am delighted to share the outstanding progress of VB, a participant in the FSS Program. VB has demonstrated remarkable dedication and hard work, leading to impressive advancements in her financial and employment status. Since enrolling in the FSS Program, VB's earnings have experienced a significant increase. Her income has risen from \$10,618.00 annually at enrollment to a commendable \$55,441.00 annually as of the most recent update.

This substantial growth is a testament to VB's perseverance and the positive impact of the FSS Program in fostering financial stability. She is currently employed by a local auto dealership in the position of Business Development. VB has leveraged her opportunities to not only advance her career but also contribute positively to her financial well-being. As a resident of Yamacraw Village, VB's achievements serve as an inspiring example of how the FSS Program can support individuals in reaching their financial goals through hard work and determination.

Moreover, VB currently has \$10,301.52 in her FSS Escrow account. This balance represents the savings accumulated through her program participation, further reflecting her commitment to achieving long-term financial stability. VB is a prime example of success that can be achieved with dedication and support from the Family Self-Sufficiency Program. Her journey highlights the transformative potential of our initiatives and serves as an inspiration to others in the program.

Wise and Well at Stillwell

Seniors on the Move – Light Exercise and Chair Aerobics

The Residents of Stillwell Towers understand the importance of good nutrition and exercise. However, like most adults, making it a priority and habit in their daily lives is challenging. Exercise or some type of physical activity is encouraged for seniors. It aids in the prevention of diseases, lowers the risk of falls, strengthens social ties, improves cognitive function, mental health and well-being. Thanks to many community partners and healthcare professionals, our residents now can participate in light exercise and chair aerobics on the property.

On Monday, July 29, 2024, at 12:00 pm, the Norvella Care team hosted the first in a series of “Seniors on the Move.” In addition to chair aerobics and light exercise, the event also included free health screenings, an interactive question and answer session and a healthy and nutritious lunch. The session was held in the Community Center of Stillwell Towers.



Senior Residents Paying it Forward

Back to School Supplies

As thousands of Chatham County students return to school, many children are without the necessary school supplies for the upcoming school year. The residents of Stillwell Towers are trying to make a difference to ensure students in our public housing neighborhoods start the year right, equipped and ready to learn.

The residents of Stillwell Towers have begun collecting school supplies for our neighborhood children. The goal of the drive is to accumulate a surplus of school supply for distribution throughout the school term. The first give-a-way is scheduled for August 2024 in the Patterson Terrace Community. We are encouraging staff, residents and community partners to donate. Supplies are being accepted at Stillwell Towers located 5100 Waters Avenue and The Housing Authority of Savannah, 1407 Wheaton Street, Building A.



Consent Agenda Item (C)

ASSET AND PROPERTY MANAGEMENT REPORT

I. Capital Needs Planning and Investments

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 related to 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 includes 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.

Following the process mentioned above, a PNA has been conducted and Final Reports were made available to HAS, containing immediate needs of the properties and estimated cost for the work. The *2024 – 2028 5YAP Draft* was reviewed by the Board of Commissioners on October 10, 2023, after consultation with residents was complete, and published on November 20, 2023. Public review ended with a public hearing held on January 8, 2024. Environmental Review reports associated with the 5YAP have been executed by the City of Savannah in June 2024, resulting in HUD forms 7015.15 (Certification and Request for Release of Funds) being submitted by the City to HUD on June 28. After a 15-day public review period, HUD should be able to issue HUD form 7015.16, Authorization to Use Grant Funds, which will authorize HAS to submit its 5YAP through HUD's Energy and Performance Information Center (EPIC). HAS is currently awaiting HUD's authorization and hopes for submission of its 5YAP in August 2024.

The Asset Management and Property 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	Complete
<i>Board of Commissioners 5YAP Workshop</i>	10-Oct-23	Complete
<i>Publication of 5YAP Draft</i>	20-Nov-23	Complete
<i>End of Public Comment Period and Public Hearing</i>	8-Jan-24	Complete
<i>Board of Commissioners adoption of 5YAP</i>	9-Jan-24	Complete
<i>EPIC Submission of 2024_2028 CFP Action Plan</i>	15-Jul-24*	Pending

5YAP Schedule

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 under the Rental Assistance Demonstration Program (RAD) and 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, and Robert Hitch Village), and RAD conversions (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 impediments to the relocation of residents within the Savannah area.

FRAZIER HOMES: FOCUS ON PRESERVATION

The 2019 PNA of Frazier Homes identified components in need of immediate replacement, including several electrical components such as power switches, outlets, fire and carbon alarms, HVAC systems, and external lights. Embracing a preservation strategy, HAS initiated several projects to improve structures and systems at Frazier. In November 2022 HAS a contract with Intex Construction for installation of new external lights. The \$336K contract was partially paid with a \$114K *Safety and Security Grant* awarded to HAS in September 2022. Following completion of the external lights project, HAS was awarded a \$1.8 million HUD grant for completion of remaining items in the electrical scope of work. In February 2023, HAS executed a \$4 million contract with Mid-Atlantic, under which several electrical parts have already been replaced, and installation

of new HVAC units is ongoing. Amendments to the original contract have raised the project cost to \$4.4 million. On January 9, 2024, the Board of Commissioners approved a \$4.9 million contract with Gibraltar for replacement of Windows and Security Screens in Frazier and Single-Family Homes. In August 2024, a change order raised the project’s cost to \$5 million. Other projects in the pipeline are breezeway and accessibility improvements. In July 2024, HAS applied to HUD’s *Capital at Risk* grant program, aiming to receive an additional \$3 million capital fund award for covering costs of repairing breezeways.

On March 26, 2024, HAS submitted to HUD an application for *Emergency Safety and Security Grant* (ESSG). If awarded, the \$250,000 grant would be utilized for covering costs associated with the Windows and Security Screens project mentioned above, and would result in improved security in Single Family Homes units. HUD awards ESSG through a lottery system.

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

Capital Improvement Project	Scope	Contract Amount (may be inclusive of change orders)	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	\$ 1,476,870	August 2022	January 2025 (delay due to new wall fixtures expanding project’s scope)
<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	September 2024 (slight delay due to weather impact)
<i>Frazier MEP II</i>	Replacement of main service breakers and meter packs	\$ 405,221	Change order approval January 2024	March 2025 (delay due to supply shortage)
<i>Monument Signage</i>	Construction of monumental signs at 5 properties	\$114,175	January 2024	August 2024 (pending: lettering)
<i>Frazier and Single-Family Homes Windows and Screen Doors</i>	Replacement of windows and screen doors	\$5,091,319	February 2024	February 2025

Table 1: Capital Improvement Projects

One of the projects recently conducted by HAS was the installation of new PTACs (Packaged Terminal Air Conditioning) in Stillwell Towers units. Successfully completed in September 2023, the \$424K contract with Blackshear Enterprises was followed by an assessment of PTAC sleeves, completed in June 2024. Results are currently under review.

YAMACRAW VILLAGE: SECTION 18, DEMOLITION AND DISPOSITION APPLICATION

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. 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.

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. A total of 478 new and 280 rehabilitated units are now present in the East Savannah Gateway. The former Robert Hitch Village site currently has two phases of construction in a new development named The View at Oglethorpe. 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. 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. 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 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.

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 which is described in greater detail later in this report.

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 Childhood Learning Center (ECLC) on a portion of the former Robert Hitch Village site. The ELC is a SPLOST-approved (Special

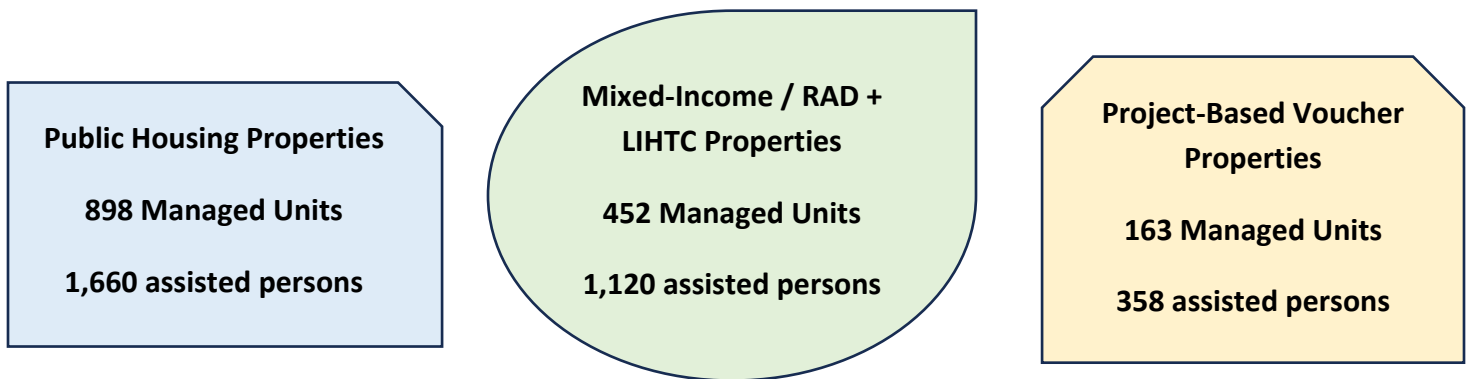
Purpose Local Option Sales Tax) project expected to be funded by Chatham County and the City of Savannah to provide enrichment programs that will serve children 0 to 3 years of age. A library is forecasted to be included in the same building. On January 26, 2022, HUD approved HAS request to lease a 9-acre 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 Coastal 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 ECLC became available in May 2023 and underwent review by HAS staff. On April 24, 2024, following approval by the Board of Commissioners, HAS submitted an Amendment Request to the Metropolitan Planning Commission (MPC) seeking to amend the Planned Unit Development (PUD) zoning ordinance in which the ECLC parcel is located. MPC approved HAS's request on May 21, 2024, which was followed by City Council approval on June 27, 2024.

II. HAS-Managed Operating Properties

Table 2 below presents information about properties managed by HAS, with their number of units, occupancy rate, and width of assistance.

Properties	Year of Construction	Number of Managed Units	Occupancy as of 31-Jul-24	Number of residents as of 31-Jul-24
Yamacraw Village	1941	315	41%	417
Simon Frazier Homes	1968	236	89%	676
Stillwell Towers	1972	211	95%	201
Pickens Patterson Terrace	1982	76	93%	158
Single Family Homes	1996	60	92%	158
The View at Oglethorpe I	2018	72	96%	206
The View at Oglethorpe II	2018	100	91%	204
River Pointe	2016	280	89%	693
Herbert Kayton Homes	1962	163	75%	358

SUMMARY BY PROPERTY TYPE



1,513 housing units managed by HAS

3,138 persons currently housed in HAS-managed properties

CONVENTIONAL PUBLIC HOUSING PROPERTIES

OCCUPANCY BRIEFINGS AND WORKSHOPS

During the month of July, eighty-two (82) eligibility interviews were conducted with families interested in becoming public housing residents. Nine applicants and/or residents were housed and/or transferred this month.

EVICTIONS/MOVE-OUTS

The following Table 3 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	Trimester TOTAL
Abandoned Unit	0	0	0	0
Non Payment of Rent	2	0	2	4
Criminal Activity	2	0	0	2
Other Lease Violations	5	1	0	6
Other - Move outs	3	12	4	19
Section 8	0	0	0	0
TOTAL	12	13	6	31

III. Other Unit Production and Preservation 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 has utilized its Faircloth availability through formal 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*. Additionally, HAS offered on February 5 and February 26, 2024, an opportunity for interested developers to tour vacant sites owned by HAS and available for redevelopment under this solicitation. The solicitation closed on June 30, 2024, and responses are being evaluated by HAS staff. HAS anticipates selecting proposals by September 2024.

THE PINES AT GARDEN CITY

The Pines at Garden City is a 94-unit affordable housing development located in Garden City, GA. On September 12, 2023, the HAS Board of Commissioners approved an Inducement Resolution declaring HAS’s official intent to issue tax-exempt housing revenue bonds to the Seattle-based Developer Vitus Group, for the purpose of acquiring and renovating the property. HAS, through its affiliate non-profit Savannah Community Builders (SCB), is expected to participate in the ownership of the Pines as a minor member of its general partner, and co-developer. In October 2023, Vitus and SCB submitted to the Georgia’s Department of Community Affairs (DCA) an application for Low-Income Housing Tax Credits (LIHTC). HAS is pleased to announce that the Pines at Garden City was awarded LIHTC, which along with bond proceeds is forecasted to be the main funding source for this renovation. Closing is expected in the fall 2024.

IV. Bond Transactions

The Housing Authority of Savannah has issued tax-exempt bonds that supported either the new construction or renovation of income-restricted units. Table 4 presents information on recent deals for which the 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 4: Outstanding Bonds

Consent Agenda Item (D)

HOUSING CHOICE VOUCHER PROGRAM

As of July 1, 2024, the total leased Vouchers are 2,405. As of October 1, 2023, the numbers in the chart only include **leased** units. The previous numbers included issued vouchers as well as leased.

As you may recall from previous discussions, the utilization for the HCV program is based upon the actual number of vouchers leased **or** the amount of budget authority expended. Although the leased vouchers are considerably less than the allocation, we are spending approximately 98+% of the budget authority.

Via PIH Notice 2024-16 *Implementation of the Federal Fiscal Year (FRY) 2024 Funding Provisions for the Housing Choice Voucher Program*, on May 10, 2024, we applied for additional funds under Category 1 which is the Prevention of Terminations Due to Insufficient Funding (Shortfall).

	No. Allocated 07/01/2024	No. Leased 05/01/2024	No. Leased 06/01/2023	No. Leased 07/01/2024	No. Available
SPC	112	121	121	123	-11
Mod Rehab Vouchers	20	17	17	17	3
Portables	2753	2427	2416	2405	348
VASH	-	31	33	32	
HCV PBV	137	116	116	120	17
RADPBV	271	248	253	254	17
TOTAL	330	267	267	271	59
	3623	3196	3190	3190	433

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 September 1, 2023, the Housing Authority of Savannah has been approved to administer 3,623 allocations.

Consent Agenda Item (E)

FINANCE

BUDGET-VS-ACTUAL REPORT

PERIOD ENDING 6/30/2024

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, Yardi, except for the Analysis of Unrestricted and Restricted Net Assets, for which we have created a manual report for your review.

CENTRAL OFFICE COST CENTER (COCC) FOR YEAR TO DATE JUNE 2024

Analysis & Comments

- Total Revenue reflects a negative cumulative budget variance of \$ 110,794.
 - Capital Fund Administration fees have not yet been drawn down for posting to the COCC.
 - Asset Management Fees are now being accrued monthly to show a more accurate per month revenue. Subject to adjustment based on the 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 \$ 4,725.
- The Property reports a cumulative loss of \$ 153,610, tracking over budget by \$ 115,519.

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
Property for the fiscal
year.

PUBLIC HOUSING (AMP) REPORTING FOR YEAR TO DATE JUNE 2024

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. Maintenance and Operations totals are favorable due to contract costs and repair spend being lower than budgeted so far this year. Amounts are expected to fall closer in-line to budget throughout the year.

AMP 2 – Simon Frazier Homes

- Total Revenue reflects a negative cumulative budget variance of \$ 53,549.
- Total Operating Expenses reflect a positive cumulative budget variance of \$ 66,798.

Reports a cumulative surplus of \$ 127,423, tracking under budget by \$ 13,249.

AMP 3 – Pickens Patterson Terrace, Single Family Homes

- Total Revenue reflects a negative cumulative budget variance of \$ 25,034.
- Total Operating Expenses reflect a positive cumulative budget variance of \$ 79,032.

Reports a cumulative surplus of \$ 91,573, tracking under budget by \$ 53,998.

AMP 4 – Horace Stillwell Towers

- Total Revenue reflects a negative cumulative budget variance of \$ 198,007.
- Total Operating Expenses reflect a positive cumulative budget variance of \$ 137,951.

Reports a cumulative surplus of \$ 10,636, tracking over budget by \$ 60,056.

AMP 6 – Yamacraw Village

- Total Revenue reflects a negative cumulative budget variance of \$ 85,735.
- Total Operating Expenses reflect a positive cumulative budget variance of \$ 223,010.

Reports a cumulative surplus of \$ 132,484, tracking under budget by \$ 137,275.

SCB KAYTON, LLC FOR YEAR TO DATE JUNE 2024

Analysis & Comments

- Total Revenue reflects a negative cumulative budget variance of \$ 33,126.
- Total Operating Expenses reflect a positive cumulative budget variance of \$ 71,833.

Reports a cumulative surplus of \$ 44,833, tracking under budget by \$ 38,707.

The Annual Replacement Reserve contribution still needs to be accrued as of 6/30/2024.

LOCAL FUND FOR YEAR TO DATE JUNE 2024

Analysis & Comments

- Total Revenue reflects a negative cumulative budget variance of \$ 4,594.
- Total Operating Expenses reflect a positive cumulative budget variance of \$ 96,783.

Reports a cumulative surplus of \$ 84,347, tracking under budget by \$ 92,189.

BOND FUND FOR YEAR TO DATE JUNE 2024

Analysis & Comments

- Total Revenue reflects a negative cumulative budget variance of \$ 42,760.
- 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. Bond Issuance fees will be accrued going forward to reflect a more accurate month-to-month revenue and budget variance.
- Total Operating Expenses reflect a positive cumulative budget variance of \$ 2,088.

Reports a cumulative surplus of \$ 30,380, tracking over budget by \$ 40,672.

HOUSING ASSISTANCE PAYMENTS PROGRAMS FOR YEAR TO DATE JUNE 2024

Housing Choice Voucher Program

- 1) The Administrative Section is reporting a cumulative surplus of \$ 45,903, tracking under budget by \$ 50,634.
- 2) HAP Expenses are \$ 6,536,276 year to date. The Program Section is reporting a cumulative surplus of \$ 2,797,270, tracking under budget by \$ 2,799,667. Program Revenues minus Program HAP Costs are expected to break even by the fiscal year end.

Shelter Plus Care Program

- 1) The Administrative Section is reporting a cumulative loss of \$ 10,155, tracking over budget by \$ 15,501.
- 2) HAP Expenses are \$ 382,853 year to date. The Shelter Plus Care Grant Program refunds HAS for its Program Housing Assistance Payments dollar for dollar; therefore, HAS expects to receive reimbursement through a requisition process with HUD throughout the year.

Single Room Occupancy

- 1) The Administrative Section is reporting a cumulative loss of \$ 97, reflecting a positive budget variance of \$ 8,597.
- 2) HAP Expenses are \$ 17,439 year to date. The Program Section is reporting a cumulative profit of \$ 3,050. 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 2025 Analysis of Unrestricted & Restricted Net Assets

****Supplemental Report to the Monthly Budget vs Actual Financial Report****

(unaudited and subject to future adjustment)

Reporting Month: **June-24**

	<u>COCC</u>	<u>Public Housing</u>				<u>SCB Kayton, LLC</u>	<u>Local Fund</u>	<u>Local Bond Fund</u>
		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)	(153,610)	127,423	91,573	10,636	132,484	44,833	84,347	30,380
Fiscal Year 2024 Unaudited Ending Balance for Unrestricted Net Position:	226,456	1,279,485	175,031	602,337	1,309,150	387,472	10,840,340	2,737,161
Year to Date Balance of Unrestricted Net Position:	<u>72,846</u>	<u>1,406,908</u>	<u>266,604</u>	<u>612,973</u>	<u>1,441,634</u>	<u>432,305</u>	<u>10,924,687</u>	<u>2,767,541</u>

FYE 2025 Analysis of Unrestricted & Restricted Net Assets
****Supplemental Report to the Monthly Budget vs Actual Financial Report****
 (unaudited and subject to future adjustment)

Reporting Month: **June-24**

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)	45,903	10,155	(97)
Fiscal Year 2024 Unaudited Ending Balance for Unrestricted Net Position:	2,357,350	740,531	212,717
Year to Date Balance of Unrestricted Net Position:	<u>2,403,253</u>	<u>750,686</u>	<u>212,620</u>
	Program Section	Program Section	Program Section
Year to Date Section 8 Programs Profit/(Loss)	0	0	0
Fiscal Year 2024 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>45,903</u></u>	<u><u>10,155</u></u>	<u><u>(97)</u></u>

HOUSING AUTHORITY OF SAVANNAH, GA
 Central Office Cost Center
 For June 2024

FDS Budget vs Actual - Summary

	MTD Actual	MTD Budget	Variance Amount	YTD Actual	YTD Budget	Variance Amount
REVENUE						
Total Tenant Revenue	-	-	-	-	-	-
Total Grant Revenue	-	46,724	(46,724)	-	140,172	(140,172)
Total Investment Revenue - Unrestricted	2,456	1,190	1,266	7,448	3,570	3,878
Total Investment Revenue - Restricted	-	-	-	-	-	-
Total Other Revenue	625	967	(342)	35,071	2,901	32,170
Total Property Management Fee Revenue	77,734	79,460	(1,726)	233,724	238,380	(4,656)
Total Bookkeeping Fee Revenue	28,050	28,779	(729)	84,353	86,337	(1,984)
Total Asset Management Fee Revenue	9,170	9,180	(10)	27,510	27,540	(30)
Total Revenue	118,035	166,300	(48,265)	388,106	498,900	(110,794)
EXPENSES						
Total Administrative	151,581	158,721	7,140	489,376	476,163	(13,213)
Total Tenant Services	-	-	-	-	-	-
Total Utilities	5,034	3,806	1,228	11,208	11,418	210
Total Maintenance and Operations	8,468	9,797	1,329	25,843	29,391	3,548
Total Protective Services	-	217	217	-	651	651
Total Insurance Premiums	5,530	6,206	676	15,289	18,618	3,329
Total General Expenses	-	250	250	-	750	750
Total Interest Expense	-	-	-	-	-	-
Total Housing Assistance Payments	-	-	-	-	-	-
Total Operating Expenses	170,613	178,997	8,384	541,716	536,991	(4,725)
Excess (Deficiency) of Revenue Over Operating Expenses	(52,578)	(12,697)	(39,881)	(153,610)	(38,091)	(115,519)
Total Depreciation and Amortization	-	-	-	-	-	-
Total Other Expenses	-	-	-	-	-	-
Total Other Financing Sources	-	1,292	1,292	-	3,876	3,876
Total Asset Purchases	-	-	-	-	-	-
Excess (Deficiency) of Revenue Over Expenditures	(52,578)	(13,989)	(38,589)	(153,610)	(41,967)	(111,643)

HOUSING AUTHORITY OF SAVANNAH, GA
Simon Frazier Homes
For June 2024

FDS Budget vs Actual - Summary

	MTD Actual	MTD Budget	Variance Amount	YTD Actual	YTD Budget	Variance Amount
REVENUE						
Total Tenant Revenue	38,897	35,821	3,076	132,265	107,463	24,802
Total Grant Revenue	292,181	182,558	109,623	490,180	547,674	(57,494)
Total Investment Revenue - Unrestricted	1,301	7,858	(6,557)	3,875	23,574	(19,699)
Total Investment Revenue - Restricted	-	-	-	-	-	-
Total Other Revenue	50	436	(386)	150	1,308	(1,158)
Total Property Management Fee Revenue	-	-	-	-	-	-
Total Bookkeeping Fee Revenue	-	-	-	-	-	-
Total Asset Management Fee Revenue	-	-	-	-	-	-
Total Revenue	332,429	226,673	105,756	626,470	680,019	(53,549)
EXPENSES						
Total Administrative	55,328	54,910	(418)	166,724	164,730	(1,994)
Total Tenant Services	2,610	7,142	4,532	6,611	21,426	14,815
Total Utilities	12,768	19,121	6,353	37,962	57,363	19,401
Total Maintenance and Operations	31,427	95,379	63,952	244,592	286,137	41,545
Total Protective Services	-	100	100	137	300	163
Total Insurance Premiums	9,474	8,283	(1,191)	27,267	24,849	(2,418)
Total General Expenses	-	3,680	3,680	-	11,040	11,040
Total Interest Expense	-	-	-	-	-	-
Total Housing Assistance Payments	5,908	-	(5,908)	15,754	-	(15,754)
Total Operating Expenses	117,515	188,615	71,100	499,047	565,845	66,798
Excess (Deficiency) of Revenue Over Operating Expenses	214,914	38,058	176,856	127,423	114,174	13,249
Total Depreciation and Amortization	-	-	-	-	-	-
Total Other Expenses	-	-	-	-	-	-
Total Other Financing Sources	-	3,675	3,675	-	11,025	11,025
Total Asset Purchases	-	22,160	22,160	-	66,480	66,480
Excess (Deficiency) of Revenue Over Expenditures	214,914	12,223	202,691	127,423	36,669	90,754

HOUSING AUTHORITY OF SAVANNAH, GA
Patterson Terrace Homes, Single Family Homes
For June 2024

FDS Budget vs Actual - Summary

	MTD	MTD	Variance	YTD	YTD	Variance
	Actual	Budget	Amount	Actual	Budget	Amount
REVENUE						
Total Tenant Revenue	35,639	35,342	297	117,769	106,026	11,743
Total Grant Revenue	131,555	72,005	59,550	190,792	216,015	(25,223)
Total Investment Revenue - Unrestricted	951	4,529	(3,578)	2,857	13,587	(10,730)
Total Investment Revenue - Restricted	-	-	-	-	-	-
Total Other Revenue	250	567	(317)	877	1,701	(824)
Total Property Management Fee Revenue	-	-	-	-	-	-
Total Bookkeeping Fee Revenue	-	-	-	-	-	-
Total Asset Management Fee Revenue	-	-	-	-	-	-
Total Revenue	168,395	112,443	55,952	312,295	337,329	(25,034)
EXPENSES						
Total Administrative	33,987	32,554	(1,433)	92,217	97,662	5,445
Total Tenant Services	2,216	651	(1,565)	4,905	1,953	(2,952)
Total Utilities	1,600	4,533	2,933	3,284	13,599	10,315
Total Maintenance and Operations	32,729	49,931	17,202	84,537	149,793	65,256
Total Protective Services	-	62	62	175	186	11
Total Insurance Premiums	8,158	8,070	(88)	23,318	24,210	892
Total General Expenses	-	4,117	4,117	4,500	12,351	7,851
Total Interest Expense	-	-	-	-	-	-
Total Housing Assistance Payments	2,512	-	(2,512)	7,786	-	(7,786)
Total Operating Expenses	81,202	99,918	18,716	220,722	299,754	79,032
Excess (Deficiency) of Revenue Over Operating Expenses	87,193	12,525	74,668	91,573	37,575	53,998
Total Depreciation and Amortization	-	-	-	-	-	-
Total Other Expenses	-	226	226	-	678	678
Total Other Financing Sources	-	2,508	2,508	-	7,524	7,524
Total Asset Purchases	-	12,770	12,770	-	38,310	38,310
Excess (Deficiency) of Revenue Over Expenditures	87,193	(2,979)	90,172	91,573	(8,937)	100,510

HOUSING AUTHORITY OF SAVANNAH, GA
 Horace Stillwell Towers
 For June 2024
 FDS Budget vs Actual - Summary

	MTD Actual	MTD Budget	Variance Amount	YTD Actual	YTD Budget	Variance Amount
REVENUE						
Total Tenant Revenue	42,229	45,980	(3,751)	132,974	137,940	(4,966)
Total Grant Revenue	116,399	115,458	941	207,345	346,374	(139,029)
Total Investment Revenue - Unrestricted	528	7,026	(6,498)	1,553	21,078	(19,525)
Total Investment Revenue - Restricted	-	-	-	-	-	-
Total Other Revenue	159	18,481	(18,322)	20,956	55,443	(34,487)
Total Property Management Fee Revenue	-	-	-	-	-	-
Total Bookkeeping Fee Revenue	-	-	-	-	-	-
Total Asset Management Fee Revenue	-	-	-	-	-	-
Total Revenue	159,315	186,945	(27,630)	362,828	560,835	(198,007)
EXPENSES						
Total Administrative	50,008	51,891	1,883	140,469	155,673	15,204
Total Tenant Services	3,465	7,808	4,343	9,493	23,424	13,931
Total Utilities	21,668	11,603	(10,065)	34,600	34,809	209
Total Maintenance and Operations	33,446	72,728	39,282	104,400	218,184	113,784
Total Protective Services	12,583	7,613	(4,970)	33,583	22,839	(10,744)
Total Insurance Premiums	11,812	7,959	(3,853)	29,472	23,877	(5,595)
Total General Expenses	-	3,779	3,779	-	11,337	11,337
Total Interest Expense	-	-	-	-	-	-
Total Housing Assistance Payments	75	-	(75)	175	-	(175)
Total Operating Expenses	133,057	163,381	30,324	352,192	490,143	137,951
Excess (Deficiency) of Revenue Over Operating Expenses	26,258	23,564	2,694	10,636	70,692	(60,056)
Total Depreciation and Amortization	-	-	-	-	-	-
Total Other Expenses	-	-	-	-	-	-
Total Other Financing Sources	-	3,442	3,442	-	10,326	10,326
Total Asset Purchases	-	19,813	19,813	-	59,439	59,439
Excess (Deficiency) of Revenue Over Expenditures	26,258	309	25,949	10,636	927	9,709

HOUSING AUTHORITY OF SAVANNAH, GA
 Yamacraw Village
 For June 2024

FDS Budget vs Actual - Summary

	MTD Actual	MTD Budget	Variance Amount	YTD Actual	YTD Budget	Variance Amount
REVENUE						
Total Tenant Revenue	41,785	34,157	7,628	112,780	102,471	10,309
Total Grant Revenue	318,836	207,655	111,181	520,675	622,965	(102,290)
Total Investment Revenue - Unrestricted	3,700	10,489	(6,789)	11,142	31,467	(20,325)
Total Investment Revenue - Restricted	-	-	-	-	-	-
Total Other Revenue	(3,046)	227	(3,273)	27,252	681	26,571
Total Property Management Fee Revenue	-	-	-	-	-	-
Total Bookkeeping Fee Revenue	-	-	-	-	-	-
Total Asset Management Fee Revenue	-	-	-	-	-	-
Total Revenue	361,275	252,528	108,747	671,849	757,584	(85,735)
EXPENSES						
Total Administrative	74,209	75,584	1,375	197,151	226,752	29,601
Total Tenant Services	2,944	5,687	2,743	9,488	17,061	7,573
Total Utilities	25,305	24,353	(952)	51,491	73,059	21,568
Total Maintenance and Operations	82,408	128,899	46,491	213,043	386,697	173,654
Total Protective Services	-	52	52	168	156	(12)
Total Insurance Premiums	15,455	13,835	(1,620)	45,007	41,505	(3,502)
Total General Expenses	-	5,715	5,715	6,000	17,145	11,145
Total Interest Expense	-	-	-	-	-	-
Total Housing Assistance Payments	7,814	-	(7,814)	17,017	-	(17,017)
Total Operating Expenses	208,135	254,125	45,990	539,365	762,375	223,010
Excess (Deficiency) of Revenue Over Operating Expenses	153,140	(1,597)	154,737	132,484	(4,791)	137,275
Total Depreciation and Amortization	-	-	-	-	-	-
Total Other Expenses	-	-	-	-	-	-
Total Other Financing Sources	-	4,608	4,608	-	13,824	13,824
Total Asset Purchases	-	29,578	29,578	-	88,734	88,734
Excess (Deficiency) of Revenue Over Expenditures	153,140	(35,783)	188,923	132,484	(107,349)	239,833

HOUSING AUTHORITY OF SAVANNAH, GA
 SCB Kayton
 For June 2024
 FDS Budget vs Actual - Summary

	MTD Actual	MTD Budget	Variance Amount	YTD Actual	YTD Budget	Variance Amount
REVENUE						
Total Tenant Revenue	93,896	105,109	(11,213)	282,604	315,327	(32,723)
Total Grant Revenue	-	-	-	-	-	-
Total Investment Revenue - Unrestricted	100	100	-	309	300	9
Total Investment Revenue - Restricted	-	-	-	-	-	-
Total Other Revenue	-	353	(353)	647	1,059	(412)
Total Property Management Fee Revenue	-	-	-	-	-	-
Total Bookkeeping Fee Revenue	-	-	-	-	-	-
Total Asset Management Fee Revenue	-	-	-	-	-	-
Total Revenue	93,996	105,562	(11,566)	283,560	316,686	(33,126)
EXPENSES						
Total Administrative	29,750	29,800	50	81,530	89,400	7,870
Total Tenant Services	1,137	880	(257)	3,041	2,640	(401)
Total Utilities	20,793	14,378	(6,415)	39,244	43,134	3,890
Total Maintenance and Operations	28,949	49,001	20,052	91,101	147,003	55,902
Total Protective Services	-	149	149	95	447	352
Total Insurance Premiums	7,828	7,443	(385)	22,738	22,329	(409)
Total General Expenses	-	1,869	1,869	3,000	5,607	2,607
Total Interest Expense	-	-	-	-	-	-
Total Housing Assistance Payments	-	-	-	(2,022)	-	2,022
Total Operating Expenses	88,457	103,520	15,063	238,727	310,560	71,833
Excess (Deficiency) of Revenue Over Operating Expenses	5,539	2,042	3,497	44,833	6,126	38,707
Total Depreciation and Amortization	-	-	-	-	-	-
Total Other Expenses	-	-	-	-	-	-
Total Other Financing Sources	-	-	-	-	-	-
Total Asset Purchases	-	-	-	-	-	-
Excess (Deficiency) of Revenue Over Expenditures	5,539	2,042	3,497	44,833	6,126	38,707

HOUSING AUTHORITY OF SAVANNAH, GA

Local Fund

For June 2024

FDS Budget vs Actual - Summary

	MTD Actual	MTD Budget	Variance Amount	YTD Actual	YTD Budget	Variance Amount
REVENUE						
Total Tenant Revenue	(1,176)	-	(1,176)	(1,176)	-	(1,176)
Total Grant Revenue	-	-	-	-	-	-
Total Investment Revenue - Unrestricted	9,145	24,837	(15,692)	27,753	74,511	(46,758)
Total Investment Revenue - Restricted	-	-	-	-	-	-
Total Other Revenue	62,562	59,738	2,824	187,973	179,214	8,759
Total Property Management Fee Revenue	7,918	15,930	(8,012)	25,194	47,790	(22,596)
Total Bookkeeping Fee Revenue	-	-	-	-	-	-
Total Asset Management Fee Revenue	10,703	10,338	365	88,191	31,014	57,177
Total Revenue	89,152	110,843	(21,691)	327,935	332,529	(4,594)
EXPENSES						
Total Administrative	75,110	102,171	27,061	220,638	306,513	85,875
Total Tenant Services	-	333	333	-	999	999
Total Utilities	-	654	654	-	1,962	1,962
Total Maintenance and Operations	5,512	3,296	(2,216)	16,137	9,888	(6,249)
Total Protective Services	-	-	-	-	-	-
Total Insurance Premiums	2,608	2,403	(205)	6,813	7,209	396
Total General Expenses	-	4,600	4,600	-	13,800	13,800
Total Interest Expense	-	-	-	-	-	-
Total Housing Assistance Payments	-	-	-	-	-	-
Total Operating Expenses	83,230	113,457	30,227	243,588	340,371	96,783
Excess (Deficiency) of Revenue Over Operating Expenses	5,922	(2,614)	8,536	84,347	(7,842)	92,189
Total Depreciation and Amortization	-	-	-	-	-	-
Total Other Expenses	-	-	-	-	-	-
Total Other Financing Sources	-	1,875	1,875	-	5,625	5,625
Total Asset Purchases	-	-	-	-	-	-
Excess (Deficiency) of Revenue Over Expenditures	5,922	(4,489)	10,411	84,347	(13,467)	97,814

HOUSING AUTHORITY OF SAVANNAH, GA

Bond Fund

For June 2024

FDS Budget vs Actual - Summary

	MTD Actual	MTD Budget	Variance Amount	YTD Actual	YTD Budget	Variance Amount
REVENUE						
Total Tenant Revenue	-	-	-	-	-	-
Total Grant Revenue	-	-	-	-	-	-
Total Investment Revenue - Unrestricted	7,310	9,119	(1,809)	22,039	27,357	(5,318)
Total Investment Revenue - Restricted	-	-	-	-	-	-
Total Other Revenue	-	15,386	(15,386)	8,716	46,158	(37,442)
Total Property Management Fee Revenue	-	-	-	-	-	-
Total Bookkeeping Fee Revenue	-	-	-	-	-	-
Total Asset Management Fee Revenue	-	-	-	-	-	-
Total Revenue	7,310	24,505	(17,195)	30,755	73,515	(42,760)
EXPENSES						
Total Administrative	116	821	705	375	2,463	2,088
Total Tenant Services	-	-	-	-	-	-
Total Utilities	-	-	-	-	-	-
Total Maintenance and Operations	-	-	-	-	-	-
Total Protective Services	-	-	-	-	-	-
Total Insurance Premiums	-	-	-	-	-	-
Total General Expenses	-	-	-	-	-	-
Total Interest Expense	-	-	-	-	-	-
Total Housing Assistance Payments	-	-	-	-	-	-
Total Operating Expenses	116	821	705	375	2,463	2,088
Excess (Deficiency) of Revenue Over Operating Expenses	7,194	23,684	(16,490)	30,380	71,052	(40,672)
Total Depreciation and Amortization	-	-	-	-	-	-
Total Other Expenses	-	-	-	-	-	-
Total Other Financing Sources	-	-	-	-	-	-
Total Asset Purchases	-	-	-	-	-	-
Excess (Deficiency) of Revenue Over Expenditures	7,194	23,684	(16,490)	30,380	71,052	(40,672)

HOUSING AUTHORITY OF SAVANNAH, GA
Housing Choice Voucher - Administrative
For June 2024

FDS Budget vs Actual - Summary

	MTD Actual	MTD Budget	Variance Amount	YTD Actual	YTD Budget	Variance Amount
REVENUE						
HUD Operating Grant: FSS Coordinator Receipts	15,080	15,512	(432)	62,245	46,536	15,709
HUD Operating Subs: HCV Admin Fee	215,725	225,520	(9,795)	638,915	676,560	(37,645)
Homeownership Admin Fee Income	-	117	(117)	-	351	(351)
Investment Revenue - Unrestricted	6,781	11,275	(4,494)	20,296	33,825	(13,529)
Fraud - Admin	681	208	473	2,277	624	1,653
Misc Income Account	25	417	(392)	155	1,251	(1,096)
<i>Total Revenue</i>	238,292	253,049	(14,757)	723,888	759,147	(35,259)
EXPENSES						
Total Administrative	235,454	241,729	6,275	648,161	725,187	77,026
Total Tenant Services	-	-	-	(350)	-	350
Total Utilities	1,975	2,230	255	5,992	6,690	698
Total Maintenance and Operations	2,226	4,434	2,208	4,752	13,302	8,550
Total Protective Services	-	253	253	-	759	759
Total Insurance Premiums	7,442	5,980	(1,462)	19,192	17,940	(1,252)
Total General Expenses	61	-	(61)	238	-	(238)
Total Interest Expense	-	-	-	-	-	-
<i>Total Operating Expenses</i>	247,158	254,626	7,468	677,985	763,878	85,893
Excess Operating Revenue Over Operating Expenses	(8,866)	(1,577)	(7,289)	45,903	(4,731)	50,634

HOUSING AUTHORITY OF SAVANNAH, GA
Housing Choice Voucher - Program
For June 2024

FDS Budget vs Actual - Summary

	MTD	MTD	Variance	YTD	YTD	Variance
	Actual	Budget	Amount	Actual	Budget	Amount
REVENUE						
HUD Operating Grants: HCV	3,847,431	2,763,850	1,083,581	9,333,546	8,291,550	1,041,996
Fraud-HAP	-	208	(208)	-	624	(624)
FSS Forfeiture Income	-	847	(847)	-	2,541	(2,541)
<i>Total Revenue</i>	3,847,431	2,764,905	1,082,526	9,333,546	8,294,715	1,038,831
EXPENSES						
Total Housing Assistance Payments	2,191,384	2,764,912	573,528	6,536,276	8,294,736	1,758,460
Total Depreciation and Amortization	-	-	-	-	-	-
Total Other Expenses	-	792	792	-	2,376	2,376
<i>Total Expenses</i>	2,191,384	2,765,704	574,320	6,536,276	8,297,112	1,760,836
Excess (Deficiency) of Revenue Over Expenditures	1,656,047	(799)	1,656,846	2,797,270	(2,397)	2,799,667

HOUSING AUTHORITY OF SAVANNAH, GA
 Shelter Plus Care - Administrative
 For June 2024

FDS Budget vs Actual - Summary

	MTD Actual	MTD Budget	Variance Amount	YTD Actual	YTD Budget	Variance Amount
REVENUE						
Admin Fee Revenue: SPC	4,187	8,590	(4,403)	12,562	25,770	(13,208)
Investment Revenue - Unrestricted	655	-	655	1,962	-	1,962
<i>Total Revenue</i>	4,842	8,590	(3,748)	14,524	25,770	(11,246)
EXPENSES						
Total Administrative	9,391	6,808	(2,583)	23,698	20,424	(3,274)
Total Tenant Services	-	-	-	-	-	-
Total Utilities	-	-	-	-	-	-
Total Maintenance and Operations	-	-	-	-	-	-
Total Protective Services	-	-	-	-	-	-
Total Insurance Premiums	327	-	(327)	981	-	(981)
Total General Expenses	-	-	-	-	-	-
Total Interest Expense	-	-	-	-	-	-
<i>Total Operating Expenses</i>	9,718	6,808	(2,910)	24,679	20,424	(4,255)
Excess Operating Revenue Over Operating Expenses	(4,876)	1,782	(6,658)	(10,155)	5,346	(15,501)

HOUSING AUTHORITY OF SAVANNAH, GA
 Shelter Plus Care - Program
 For June 2024

FDS Budget vs Actual - Summary

	MTD Actual	MTD Budget	Variance Amount	YTD Actual	YTD Budget	Variance Amount
REVENUE						
HUD Operating Subs: Shelter Plus Care Grants	117,321	121,780	(4,459)	351,963	365,340	(13,377)
<i>Total Revenue</i>	117,321	121,780	(4,459)	351,963	365,340	(13,377)
EXPENSES						
Total Housing Assistance Payments	137,968	121,780	(16,188)	382,853	365,340	(17,513)
Total Depreciation and Amortization	-	-	-	-	-	-
Total Other Expenses	-	-	-	-	-	-
<i>Total Expenses</i>	137,968	121,780	(16,188)	382,853	365,340	(17,513)
Excess (Deficiency) of Revenue Over Expenditures	(20,647)	-	(20,647)	(30,890)	-	(30,890)

HOUSING AUTHORITY OF SAVANNAH, GA
 Single Room Occupancy - Administrative
 For June 2024

FDS Budget vs Actual - Summary

	MTD Actual	MTD Budget	Variance Amount	YTD Actual	YTD Budget	Variance Amount
REVENUE						
HUD Operating Subs: SRO Admin Fee	1,892	1,661	231	5,679	4,983	696
Investment Revenue - Unrestricted	1,350	255	1,095	4,065	765	3,300
Misc Income Account	-	294	(294)	-	882	(882)
<i>Total Revenue</i>	3,242	2,210	1,032	9,744	6,630	3,114
EXPENSES						
Total Administrative	3,667	5,024	1,357	9,473	15,072	5,599
Total Tenant Services	-	-	-	-	-	-
Total Utilities	-	13	13	-	39	39
Total Maintenance and Operations	-	32	32	-	96	96
Total Protective Services	-	1	1	-	3	3
Total Insurance Premiums	122	38	(84)	368	114	(254)
Total General Expenses	-	-	-	-	-	-
Total Interest Expense	-	-	-	-	-	-
<i>Total Operating Expenses</i>	3,789	5,108	1,319	9,841	15,324	5,483
Excess Operating Revenue Over Operating Expenses	(547)	(2,898)	2,351	(97)	(8,694)	8,597

HOUSING AUTHORITY OF SAVANNAH, GA
 Single Room Occupancy - Program
 For June 2024

FDS Budget vs Actual - Summary

	MTD Actual	MTD Budget	Variance Amount	YTD Actual	YTD Budget	Variance Amount
REVENUE						
HUD Operating Subs: SRO	6,828	7,060	(232)	20,489	21,180	(691)
<i>Total Revenue</i>	6,828	7,060	(232)	20,489	21,180	(691)
EXPENSES						
Total Housing Assistance Payments	5,989	7,060	1,071	17,439	21,180	3,741
Total Depreciation and Amortization	-	-	-	-	-	-
Total Other Expenses	-	-	-	-	-	-
<i>Total Expenses</i>	5,989	7,060	1,071	17,439	21,180	3,741
Excess (Deficiency) of Revenue Over Expenditures	839	-	839	3,050	-	3,050



Agenda Item No. 2

MEMORANDUM OF UNDERSTANDING WITH THE GEORGIA DEPARTMENT OF COMMUNITY AFFAIRS

RECOMMENDED ACTION:

Approve the execution of the Memorandum of Understanding between the Housing Authority of Savannah and the state Department of Community Affairs.

BACKGROUND:

Project-based vouchers (PBVs) are a component of a public housing agency's (PHA's) Housing Choice Voucher (HCV) Program. Instead of being "tenant-based", PBVs are attached to specific units whose landlords contract with the state or local public housing agency to rent the units to families of low-income. Families in units with PBVs contribute 30 percent of their income for rent and utilities; the voucher pays the difference between the tenant contribution and the unit's total rent and utility costs. PBVs are funded as part of a housing agency's annual housing voucher funding from HUD. Agencies can use up to 20 percent of their Housing Choice Vouchers for PBVs. Units converted from other federal assistance to PBVs, such as public housing conversions through the Rental Assistance Demonstration, do not count toward this cap. Units receiving PBV assistance, like other HCV units, must meet HUD's housing quality standards prior to initial occupancy.

Agencies enter into a contract with a property owner for up to 20 years initially, with the option to renew. PBVs can generally be attached to no more than 25 percent of the units in a given property or 25 units, whichever is greater, unless the property is located in a low-poverty area or residents are eligible for supportive housing. The 25% limitation also does not apply to projects that were previously federally assisted or rent restricted.

PBVs represent a stable source of income for property owners, therefore being a desired addition to mixed-income and affordable housing properties. Projects are typically selected for PBVs through a competitive process managed by the PHA.

The Housing Authority of Savannah administers a HCV Program with a PBV component. Currently, HAS is the Contract Administrator for 305 regular PBV units, and 330 RAD PBV units. HAS is authorized to award PBVs in the City of Savannah and any area within ten miles thereof, but not areas that lie within territorial boundaries of other cities without their governing bodies approval. The state Department of Community Affairs (DCA) is a state agency that supports the growth of underserved communities through the administration of several programs that provide affordable housing, government assistance, and economic development. Among these programs, are well known the Low Income Housing Tax Credit program (LIHTC) and the Georgia Dream Homeownership Program, among others.

As a public agency, DCA is authorized to administer a PBV program, however not within the jurisdiction of local public housing authorities such as HAS. Currently, DCA administers the PBV

program in 149 of the state's 159 counties. Counties in which DCA does not administer PBVs are Bibb, Chatham, Clayton, Cobb, DeKalb (Decatur), Fulton (Atlanta), Glynn, Muscogee, Richmond and Sumter.

ANALYSIS:

In recent years, due to increased housing costs, HAS's payment standards for tenant-based vouchers have been increased to 110% of the area's Fair Market Value. Since there is no additional funding allocated to PBVs, the ability of HAS awarding additional PBVs is currently very limited. In May 2024, DCA and HAS initiated a conversation on establishing a Memorandum of Understanding (MOU) to authorize DCA to award PBVs in HAS's area of jurisdiction. Since then, HAS and DCA staff have collaborated in the development of a MOU that gives DCA authorization to award PBVs to projects located in HAS jurisdiction, while ensuring an active role is given to HAS in the selection of awarded projects. For receiving a PBV award through DCA, developers and owners of affordable housing submitting competitive applications will need to confirm availability of PBVs cannot be made through HAS, and that, on the day of application submission to DCA, HAS has no open solicitations leading to award of PBVs (such as Faircloth-to-RAD). Additionally, HAS expects DCA to award PBVs to projects with an extended affordability commitment.

HAS staff is supportive of DCA's plans to increase the number of PBVs across the state and believes the MOU will serve as an instrument preserving and increasing the supply of affordable housing in Chatham County, while establishing a partnership that aims to create strong communities.

LEGAL CONSIDERATIONS:

The MOU has been reviewed and approved by HAS legal counsel.

FINANCIAL AND OTHER CONSIDERATIONS:

None.

BOARD CONSIDERATION AND ACTION:

The staff recommendation is to adopt the attached Memorandum of Understanding, for the purpose of allowing the Department of Community Affairs to award Project Based Vouchers in the jurisdiction of the Housing Authority of Savannah.

RESOLUTION NO. 08-24-01

**RESOLUTION OF THE HOUSING AUTHORITY OF SAVANNAH BOARD OF COMMISSIONERS
AUTHORIZING MEMORANDUM OF UNDERSTANDING WITH THE GEORGIA DEPARTMENT OF
COMMUNITY AFFAIRS**

WHEREAS, the Housing Authority of Savannah (“HAS”) is a public housing agency authorized to award Project Based Vouchers (PBVs) to projects located in the City of Savannah and any area within ten miles thereof (collectively the “area of jurisdiction”);

WHEREAS, PBVs connect housing assistance to specific units and are funded as part of the Housing Choice Voucher (“HCV”) program;

WHEREAS, budget constraints can impact HAS ability to increase the supply of affordable housing through the award of new PBVs;

WHEREAS, the state Department of Community Affairs (“DCA”) is a state agency authorized to award PBVs in several counties outside the HAS’s area of jurisdiction;

WHEREAS, to fulfill its mission of effectively and efficiently addressing the housing needs of Savannah’s low income population, HAS intends to provide authorization to DCA for awarding PBVs to projects located within its area of jurisdiction;

WHEREAS, a Memorandum of Understanding (“MOU”) has been drafted for establishing said authorization while outlining responsibilities of HAS and DCA during a five-year period;

WHEREAS, the MOU gives HAS an active role in evaluating and selecting proposals submitted to DCA, and prohibits DCA from awarding PBVs to projects within the HAS area of jurisdiction without its approval;

NOW, THEREFORE, in connection with the MOU and seeking its approval, the Board of Commissioners adopt the following resolutions:

BE IT RESOLVED, that the Executive Director of HAS and/or her designee is hereby authorized to review, approve and execute all agreements, applications, certificates, documents and other writings (collectively the "Agreements") the Executive Director shall deem to be necessary or desirable in the consummation of the transactions herein contemplated;

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

BE IT FURTHER RESOLVED, that the Executive Director is hereby authorized and directed for and on behalf of, and as the act of HAS, to take such further action in the consummation of the transactions herein contemplated and to do any and all other acts and things necessary or proper in furtherance thereof, as the Executive Director shall deem to be necessary or desirable, and all

acts heretofore taken by the designee of the Executive Director to such end are hereby expressly ratified and confirmed as the acts and deeds of HAS.

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

ADOPTED by the Board of Commissioners this 20th day of August, 2024.

HOUSING AUTHORITY OF SAVANNAH

By: _____
Dr. M. Ann Levett, Chairwoman

ATTEST:

Earline Wesley Davis, Secretary

**MEMORANDUM OF UNDERSTANDING BETWEEN
THE GEORGIA DEPARTMENT OF COMMUNITY AFFAIRS AND THE
HOUSING AUTHORITY OF SAVANNAH**

This Memorandum of Understanding (MOU), is made and entered into this ____ day of _____, ____ (“Effective Date”), by and between Georgia Department of Community Affairs (“DCA”), an agency of the state of Georgia, whose address is 60 Executive Park South, NE, Atlanta, GA 30329, and the Housing Authority of Savannah, a Public Housing Authority (“Housing Authority”), whose address is 1407 Wheaton Street, Savannah, GA 31404, collectively referred to as the “Parties.”

WHEREAS, as set forth in 24 CFR § 982.1, DCA administers a project-based voucher (“PBV” or “PBVs”) program in which rental assistance is paid for families who live in specific housing developments or units;

WHEREAS, as set forth in 24 CFR § 982.51, DCA, in its status as an established PHA, by way of enabling legislation as set out in O.C.G.A. Title 50, Ch. 8, has authority to administer PBVs under its Housing Choice Voucher (“HCV”) Program;

WHEREAS, DCA exists as a department of the executive branch of state government and has the duties, responsibilities, functions, power, and authority as set forth in O.C.G.A. § 50-8-1;

WHEREAS, as the principal department in the executive branch of state government for local government affairs, DCA performs the state’s role in local government affairs by carrying out the state’s duties, responsibilities, and functions in local government affairs and by exercising its power and authority in local government affairs by developing, promoting, sustaining, and assisting local governments in the performance of their duties and responsibilities under law to their citizens, including among such duties and responsibilities of local governments coordinated and comprehensive planning, the provision of infrastructure and other public works and improvements, and the promotion of housing supply, as set out in O.C.G.A. § 50-8-3(b)(1);

WHEREAS, Georgia faces a shortage of all levels of affordable housing, especially those that are most affordable;

WHEREAS, DCA and the Housing Authority are both state governmental agencies that provide federally subsidized housing assistance and resources to serve low income households in Georgia;

WHEREAS, DCA already provides construction financing for affordable housing developments within the Housing Authority’s jurisdiction;

WHEREAS, DCA has additional PBVs to award, even after multiple rounds of competitive funding;

WHEREAS; DCA administers housing assistance payment (“HAP”) contracts to all properties to which DCA has awarded project-based vouchers;

WHEREAS, the Housing Authority has an outstanding need for rental assistance within their jurisdiction beyond what their Housing Choice Voucher program can address;

WHEREAS, DCA reserves the right to void this contract and the mutual promises contained herein if the United States Department of Housing and Urban Development chooses to remove DCA’s authority to establish contracts with Housing Authorities in the state over which DCA does not have jurisdiction, including Fulton, Cobb, Dekalb, Clayton, Muscogee, Sumter, Bibb, Richmond, Glynn, or Chatham counties.

NOW, THEREFORE, in consideration of the foregoing, and for other good and valuable consideration, the Parties agree as follows:

SECTION 1. PURPOSE

The purpose of this MOU is to help increase utilization of project-based vouchers administered under the Georgia Department of Community Affairs Housing Choice Voucher Program, particularly in the 10 counties in which DCA does not have jurisdiction to administer (Cobb, Dekalb, Fulton, Clayton, Bibb, Richmond, Muscogee, Sumter, Chatham, and Glynn).

SECTION 2. APPLICABILITY

This MOU applies to the Project-Based Vouchers administered under the Georgia Department of Community Affairs Housing Choice Voucher program.

SECTION 3. RESPONSIBILITIES

A. The responsibilities of DCA under this MOU shall include providing confirmation to the Housing Authority that the property:

- (1) Meets deconcentrating poverty goals;
- (2) Meets site and neighborhood standards;
- (3) Meeting Housing Quality or NSPIRE Standards;
- (4) Is in good standing with compliance if the development has received a Low Income Housing Tax Credit (“LIHTC”) or other DCA financial tool;
- (5) Accepts that PBV units may need to be leased to extremely low-income families (below 30% AMI) in accordance with DCA’s HCV Administrative Plan;

(6) Meets DCA's award requirements pertaining to occupancy limitations, tenant services, and others; and

(7) Meets the Housing Authority's goals for affordable development in their community, including a shared goal to deconcentrate subsidy within planned real estate development.

B. The responsibilities of Housing Authority under this MOU shall include:

(1) Allowing DCA to award PBVs and administer HAP contracts using DCA's payment standards within the Housing Authority's geographic area of operation (in this case, the City of Savannah and any area within ten miles thereof, but not any area which lies within the territorial boundaries of any other city unless a resolution shall have been adopted by the governing body of such city; and

(2) Working in coordination with DCA to evaluate and select proposals for PBV units within the Housing Authority's jurisdiction. DCA will not award PBV units to a property within the Housing Authority's jurisdiction without the Housing Authority's approval, and the Housing Authority may not approve award of PBV units by DCA if it has the ability to directly award the PBVs and administer the HAP contracts.

SECTION 4. TERM

The initial term of this MOU shall commence on the Effective Date and shall be for a period of five (5) year from the ___ day of _____, ____, to the ___ day of _____, ____, unless terminated pursuant to the termination provisions contained in this MOU. A party desiring to renew this MOU shall give the other party at least sixty (60) days' written notice of intent to renew prior to the expiration of the MOU. The term of this MOU may be renewed by mutual consent of the Parties in a written agreement between them signed by their authorized representatives. DCA reserves the right to void this contract and the mutual promises contained herein if the United States Department of Housing and Urban Development chooses to remove DCA's authority to establish contracts with Housing Authorities in the state over which DCA does not have jurisdiction, including Fulton, Cobb, DeKalb, Clayton, Muscogee, Sumter, Bibb, Richmond, Glynn, or Chatham counties.

All HAP contracts DCA enters with properties within the Housing Authority's jurisdiction during the active term of this MOU will remain active contracts throughout the term stated in the agreement between DCA and the property (no more than 20 years from the time of signature) regardless of whether the Housing Authority chooses to renew this MOU.

SECTION 5. COSTS AND EXPENDITURES.

Parties to this MOU are responsible for their own costs and expenditures associated with carrying MOU activities under this MOU.

SECTION 6. TERMINATION

This MOU may be terminated by either Party upon giving the other Party sixty (60) days' written notice of intent to terminate the MOU. Written notices shall be sent to the points of contact listed in the notice provisions of this MOU.

SECTION 7. AMENDMENT

This MOU is subject to periodic review by the Parties. Either party to this MOU may propose a modification to this MOU at any time. This MOU may be amended at any time during its validity by mutual consent of the Parties in a written agreement between them, signed by their authorized representatives.

SECTION 8. NOTICE

All notices, requests, or other communications under this MOU shall be in writing and either transmitted via overnight courier, electronic mail, hand delivery or certified or registered mail, postage prepaid and return receipt requested to the parties at the following addresses and notice shall be deemed to have been given when received by a party:

DCA:
60 Executive Park South, NE
Atlanta, GA 30329
Attn: _____

() ____ - ____
Email: _____

Housing Authority of Savannah:
1407 Wheaton Street
Savannah, GA 31404
Attn: Earline Davis
(912) 235-5800 – ext. 128
Email: davis@savannahpha.com

With a copy to:
Ellis Painter Attorneys at Law:
7 East Congress Street, 2nd Floor

Savannah, GA 31401
(912) 233 - 9700
Email: dbraun@ellispainter.com

SECTION 9. FINANCIAL OBLIGATIONS

This MOU, in and of itself, does not create obligations of a financial nature for any of the Parties.

SECTION 10. DISPUTE RESOLUTION

Any dispute between the Parties arising under this MOU shall be resolved informally by persons designated by each Party or by them through direct negotiations to settle the matter in a spirit of cooperation.

SECTION 11. COOPERATION

The Parties agree to cooperate fully regarding the implementation of this MOU.

SECTION 12. ENFORCEABILITY

This MOU does not create any right or benefit, substantive or procedural, enforceable by law or equity by any Party against the other, their officers or employees.

IN WITNESS WHEREOF, the Parties hereto have affixed their signatures on the date first written above. Each of the Parties hereto shall cause this MOU to be executed in duplicate by the duly authorized officer, with each Party to receive one of the duplicate texts, which shall each have equal authenticity.

SECTION 13. MISCELLANEOUS

XIII. MISCELLANEOUS.

1. Georgia Open Records Act.

The Parties acknowledge that this MOU is subject to the Georgia Open Records Act, O.C.G.A. §50-18-70 et seq., which requires that public records be open and available for inspection by any member of the public.

2. Entire MOU.

This MOU constitutes the entire MOU between the Parties. There are no representations either oral or otherwise, other than those expressly set forth herein.

3. Termination for Default.

If one of the Parties fails to perform in the manner called for under this MOU or fails to comply with any other provision of the MOU, the other Party may declare the failure to perform an event of default and terminate this MOU. Termination shall be effected by serving a notice of termination setting forth the manner in which DCA or the Housing Authority is in default. If it is determined that default was due to an excusable reason, such as a strike, fire, or flood, events which are not the fault of or are beyond the control of the Parties, a new performance schedule and authorization to continue the work should be delivered to the Party in default, or the termination is treated as a termination for convenience.

4. Opportunity to Cure.

The Parties in their sole discretion may, in the case of a termination for default, allow the other Party ten (10) days in which to cure the defect. In such case, the notice of termination will state the time period in which cure is permitted and other appropriate conditions. If the Party in default fails to remedy to the other Party's satisfaction the breach or default of any of the terms, covenants, or conditions of this MOU within ten (10) days after receipt by the Party in default of written notice setting forth the nature of said breach or default, the other Party shall have the right to terminate the MOU without any further obligation to the Party in default. Any such termination for default shall not in any way operate to preclude the Parties from also pursuing all available remedies and sureties for said breach or default.

5. Lack of Funding.

The Parties acknowledge that institutions of the state of Georgia are prohibited from pledging the credit of the state of Georgia. If the source of payment for the charges payable hereunder no longer exist or are determined to be insufficient, this MOU shall terminate without further obligation.

6. Access to Confidential Data.

The Housing Authority's employees, agents and subcontractors may have access to confidential data maintained by DCA to the extent necessary to carry out the Housing Authority's responsibilities under this MOU. The Housing Authority shall presume that all information received pursuant to this MOU is confidential unless otherwise designated by DCA. If it is reasonably likely the Housing Authority will have access to DCA's confidential information, then:

- (i) The Housing Authority shall provide to DCA a written description of the Housing Authority's policies and procedures to safeguard confidential information;

(ii) Policies of confidentiality shall address, as appropriate, information conveyed verbally, in writing, and all electronic formats;

(iii) The Housing Authority must designate one individual who shall remain the responsible authority in charge of all data collected, used, or disseminated by the Housing Authority in connection with the performance of this MOU; and

(iv) The Housing Authority shall provide adequate supervision and training to its agents, employees and subcontractors to ensure compliance with the terms of this MOU.

(v) The private or confidential data shall remain the property of DCA at all times. Performance by the Housing Authority may require the Housing Authority to sign a nondisclosure MOU. Housing Authority understands and agrees that refusal or failure to sign such a nondisclosure MOU, if required, may result in termination of the MOU.

7. Subpoena.

In the event that a subpoena or other legal process is served upon the Housing Authority for records containing confidential information, the Housing Authority shall promptly notify DCA and cooperate with DCA in any lawful effort to protect the confidential information.

8. Reporting of Unauthorized Disclosure.

The Housing Authority shall immediately report to DCA any unauthorized disclosure of confidential information.

9. Confidentiality Survives Termination.

The Housing Authority's confidentiality obligation under the MOU shall survive termination of this MOU.

10. Conformity with Contractual Requirements.

The Parties represent and warrant that activities provided in accordance with this MOU will appear and operate in conformance with the terms and conditions of this MOU.

11. Authority to Enter Contract.

The Housing Authority represents and warrants that it has full authority to enter into this MOU and that it has not granted and will not grant any right or interest to any person or entity that might derogate, encumber or interfere with the rights granted to DCA.

12. Performance During Dispute.

Unless otherwise directed by DCA, Housing Authority shall continue performance under this MOU while matters in dispute are being resolved.

13. Rights and Remedies.

The duties and obligations imposed by the MOU and the rights and remedies available thereunder shall be in addition to and not a limitation of any duties, obligations, rights and remedies otherwise imposed or available by law. No action or failure to act by the DCA or Housing Authority shall constitute a waiver of any right or duty afforded any of them under this MOU, nor shall any such action or failure to act constitute an approval of or acquiescence in any breach thereunder, except as may be specifically agreed in writing.

14. Choice of Law or Forum.

The laws of the State of Georgia shall govern and determine all matters arising out of or in connection with this MOU without regard to the choice of law provisions of the laws of the state of Georgia. In the event any proceeding of a quasi-judicial or judicial nature is commenced by the Authority against DCA in connection with this MOU, such proceeding shall solely be brought in a court or other forum of competent jurisdiction within Fulton County, Georgia. In the event any proceeding of a quasi-judicial or judicial nature is commenced by DCA against the Authority in connection with this MOU, such proceeding shall solely be brought in a court or other forum of competent jurisdiction within Chatham County, Georgia. This provision shall not be construed as waiving any immunity to suit or liability, including without limitation sovereign immunity, which may be available to DCA.

15. Assignment and Delegation.

The MOU may not be assigned, transferred or conveyed in whole or in part without the prior written consent of DCA. For the purpose of construing this clause, a transfer of a controlling interest in the Housing Authority shall be considered an assignment.

16. Integration.

The MOU represents the entire contract between the Parties. The Parties shall not rely on any representation that may have been made which is not included in the MOU.

17. Joint and Several Liability.

If the Housing Authority is a joint entity, consisting of more than one individual, partnership, corporation or other business organization, all such entities shall be jointly

and severally liable for carrying out the activities and obligations of this MOU, and for any default of activities and obligations.

18. Supersedes Former Contracts or MOUs.

Unless otherwise specified in the MOU, this MOU supersedes all prior MOUs between DCA and the Housing Authority for the services provided in connection with this MOU.

19. Waiver.

Except as specifically provided for in a waiver signed by duly authorized representatives of DCA and the Housing Authority, failure by either party at any time to require performance by the other party or to claim a breach of any provision of the MOU shall not be construed as affecting any subsequent right to require performance or to claim a breach.

20. Severability.

If any provision of the MOU is determined by a court of competent jurisdiction to be invalid or unenforceable, such determination shall not affect the validity or enforceability of any other part or provision of the MOU. Further, if any provision of the MOU is determined to be unenforceable by virtue of its scope, but may be made enforceable by a limitation of the provision, the provision shall be deemed to be amended to the minimum extent necessary to render it enforceable under the applicable law. Any MOU of the Parties to amend, modify, eliminate, or otherwise change any part of this MOU shall not affect any other part of this MOU, and the remainder of this MOU shall continue to be of full force and effect.

21. Authorization.

The persons signing this MOU represent and warrant to the other party that:

(i) It has the right, power and authority to enter into and perform its obligations under the MOU; and

(ii) It has taken all requisite action (corporate, statutory or otherwise) to approve execution, delivery and performance of the MOU and the MOU constitutes a legal, valid and binding obligation upon itself in accordance with its terms.

22. Public Records.

The laws of the state of Georgia, including the Georgia Open Records Act, as provided in O.C.G.A. Section 50-18-70 et seq., require procurement records and other records to be made public unless otherwise provided by law.

23. Use of Name or Intellectual Property.

Housing Authority agrees it will not use the name or any intellectual property, including but not limited to, DCA trademarks or logos in any manner, including commercial advertising or as a business reference, without the expressed prior written consent of DCA.

24. Taxes.

DCA is exempt from federal excise taxes, and no payment will be made for any taxes levied on Housing Authority's employee's wages. DCA is exempt from state and local sales and use taxes on the services. The Exemption Certificates will be furnished upon request. Housing Authority or an authorized subcontractor has provided DCA with a sworn verification regarding the filing of unemployment taxes or persons assigned by Housing Authority to conduct activities required in this MOU which verification is incorporated herein by reference.

25. Delay or Impossibility of Performance.

Neither Party shall be in default under the MOU if performance is delayed or made impossible by an act of God. In each such case, the delay or impossibility must be beyond the control and without the fault or negligence of the Parties. If delay results from a subcontractor's conduct, negligence or failure to perform, the Parties shall not be excused from compliance with the terms and obligations of the MOU.

26. Obligations Beyond Contract Term.

This MOU shall remain in full force and effect to the end of the specified term or until terminated or canceled pursuant to this MOU. All obligations of the Parties incurred or existing under this MOU as of the date of expiration, termination or cancellation will survive the termination, expiration or conclusion of this MOU.

27. Counterparts.

The Parties agree that this MOU has been or may be executed in several counterparts, each of which shall be deemed an original and all such counterparts shall together constitute one and the same instrument.

28. Sexual Harassment Prevention.

The state of Georgia promotes respect and dignity and does not tolerate sexual harassment in the workplace. The state of Georgia is committed to providing a workplace and environment free from sexual harassment for its employees and for all persons who interact with state government. All state of Georgia employees are expected and required to interact with all persons including other employees, contractors, and customers in a professional manner that contributes to a respectful work environment free from sexual harassment. Furthermore, the state of Georgia maintains an expectation that its contractors and their employees and subcontractors will interact with entities of the state

of Georgia, their customers, and other contractors of the state of Georgia in a professional manner that contributes to a respectful work environment free from sexual harassment.

[SIGNATURES NEXT PAGE]

IN WITNESS WHEREOF, the Parties hereto have affixed their signatures on the date first written above. Each of the Parties hereto shall cause this MOU to be executed in duplicate by the duly authorized officer, with each party to receive one of the duplicate texts, which shall each have equal authenticity.

HOUSING AUTHORITY

**GEORGIA DEPARTMENT OF
COMMUNITY AFFAIRS (“DCA”)**

By: _____
Name: _____
Title: _____

By: _____
Name: _____
Title: _____



Agenda Item No. 3 AMERICAN WITH DISABILITIES ACT (ADA) TRANSITION PLAN

RECOMMENDED ACTION:

No action required. For information only.

BACKGROUND:

The Americans with Disabilities Act (ADA) of 1990 is the civil rights statute that prohibits discrimination against people who have disabilities. Title II of the ADA statute addresses the subject of making public services accessible to persons with disabilities. As a necessary step to ensure compliance with the ADA statute, public entities or agencies are required to perform self-evaluations of their current facilities and develop a Transition Plan, to address any deficiencies. The Plan is intended to achieve the following: (1) identify physical obstacles that limit the accessibility of facilities to individuals with disabilities, (2) describe the methods to be used to make the facilities accessible, (3) provide a schedule for making the access modifications, and (4) identify the public officials responsible for implementation of the Transition Plan. Although the Housing Authority of Savannah (HAS) had already implemented several corrections to its facilities, revised regulations published by the Department of Justice in 2010 set new accessibility standards that serve as a reference point for entities that, like HAS, aim to make structural changes to existing facilities to meet program requirements. Exceptions to these standards are applicable to historic properties or when actions taken by the public agency to achieve compliance would result in undue financial and administrative burdens.

ANALYSIS:

Physical Needs Assessments (PNAs) conducted in 2023 at the HAS conventional public housing sites identified certain structures in need of alteration for achieving compliance with ADA standards. As result, in August 2023 HAS contracted Bureau Veritas, a nationwide firm specialized in inspection services and accessibility consulting. The partnership with Bureau Veritas resulted in the completion of accessibility inspections in HAS offices and public housing sites, and has led HAS to receive reports containing the contractor's general recommendations.

The next phase of this assessment involves public outreach. HAS values the input of individuals with disabilities, especially those residing at its properties, senior citizens, individuals with experience and knowledge of ADA requirements, community representatives that are able to identify barriers to accessibility in HAS properties, programs or services, and other consulting parties providing direct services to persons with disabilities, therefore being able to communicate their needs.

On August 1, 2024, HAS sent letters to the fourteen consulting parties listed below, which are regional and local groups of strong connection with the disabled community, inviting them to

participate and advertise a public survey to be launched by HAS on August 26, 2024. The attached flyer will be posted for 30 days in all HAS offices and website. In October 2024, HAS expects to receive a summary of survey results, which should drive topics to be discussed in two public meetings of dates to be defined.

- United of Coastal Empire
- Goodwill Southeast Georgia
- Friends of Disabled Adults and Children (FODAC)
- Savannah Vocational Rehab Agency
- State ADA Coordinator Office
- Savannah Center for Blind and Low Vision
- Senior Citizens, Inc.
- Savannah-Chatham Council of Disability Issues
- Chatham Area Transit
- Georgia Legal Services Program
- Southeast ADA Center
- Area Agency on Aging
- Living Independence for Everyone (LIFE)
- EmployAbility

The Transition Plan, which should be completed by January 2025, is expected to be the result of in-depth evaluation of HAS programs, services, and facilities, prioritizing inclusivity and compliance.

LEGAL CONSIDERATIONS:

The Draft of the Transition Plan will be reviewed by HAS legal counsel, once available.

FINANCIAL AND OTHER CONSIDERATIONS:

Accessibility improvement projects have been included in the HAS Capital Fund Five Year Action Plan (2024 – 2028) approved by the HAS Board of Commissioners in January 2024. Once a final Transition Plan is adopted, HAS plans to engage with Architecture & Engineering consultants for production of scopes that will feed solicitations, which HAS plans to release in the Spring 2025.



HOUSING AUTHORITY OF SAVANNAH

ADA SELF-EVALUATION AND TRANSITION PLAN

COMMUNITY OUTREACH

We want to hear from you!

The Housing Authority of Savannah, in conjunction with Bureau Veritas, is conducting a comprehensive assessment of accessibility compliance for its facilities, policies, practices and procedures.

Please scan the QR code below to provide your input!

For more information, contact Rafaella Nutini, Director of Asset Management

PHONE: 912-235-5800 ext.150 EMAIL: rnutini@savannahpha.com

