



February 11, 2025

Board of Commissioners 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 Expired: 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

Evette Hester, Executive Director



TENTATIVE AGENDA

REGULAR BOARD OF COMMISSIONERS MEETING

Tuesday, February 11, 2025 12:15 p.m.

HAS Administrative Office, 1407 Wheaton Street, Building A Board Room

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

MOMENT OF SILENCE

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

Recommended Action: Approve

- (A) Minutes of January 14, 2025 Regular Meeting
- (B) Resident Services Report
- (C) Property Management Report
- (D) Assisted Housing Programs Report
- (E) Real Estate Development Report
- (F) Financial Services 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. A&E Contract..... Rafaella Nutini, Director of Real Estate Development

Recommended Action: Adopt Board Resolution 02-25-01

3. Procurement Policy Revision Robert Faircloth, Director of Finance

Recommended Action: Adopt Board Resolution 02-25-02

4. Executive Director’s Report..... Evette Hester, Executive Director

Recommended Action: For information only

5. Executive Session** Evette Hester, Executive Director

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

COMMENTS FROM COMMISSIONERS Dr. M. Ann Levett, Chairwoman

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:

- Evette Hester, Executive Director
- Robert Faircloth, Director of Finance
- Shannell Hardwick, Director of Human Resources
- Rafaella Nutini, Director of Real Estate Development
- 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 January 14, 2025 Regular Meeting	Approve Minutes
(B) Resident Services Report	Receive Report
(C) Property Management Report	Receive Report
(D) Assisted Housing Programs Report	Receive Report
(E) Real Estate Development Report	Receive Report
(F) Financial Services Report	Receive Report

BOARD CONSIDERATION AND ACTION:

Approve Consent Agenda

Consent Agenda Item (A)

MEETING MINUTES

The proposed minutes of the January 14, 2025 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

REGULAR MEETING
OF THE BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF SAVANNAH
January 14, 2025

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, January 14, 2025. 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
 Darrel Daise
 Michael Holland
 Happi Peavey-Guzman

Absent: Edward Gresham, Vice Chairman

Also present were Executive Director Evette Hester, Director of Finance Robert Faircloth, Director of Human Resources Shannell Hardwick, Director of Real Estate Development Rafaella Nutini, Management Analyst Tammy Brawner, Lead Section 8 Case Manager Sandy Glicken, Homeownership Specialist DaShawna Kea, Resident Advisor Deborah Bulloch, and Resident Advisor Sophia Perry. Attorney Dana Braun and Attorney Laney Tuten, both of Ellis, Painter, Ratterree, & Adams LLP, Publisher Eric Curl of *Savannah Agenda*, Attorney David Sunshine Hamburger of Georgia Legal Services, and other guests 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 December 10, 2024 regular meeting; Resident Services Report; Asset and Property Management Report; Assisted Housing Programs Report; and Financial Report. Commissioner Daise made a motion to approve the consent agenda. Commissioner Holland seconded the motion and it passed unanimously.

ADOPTION OF SUPPLEMENTAL BOND RESOLUTION FOR THE PINES AT GARDEN CITY

On September 10, 2024, HAS adopted a Bond Resolution authorizing the issuance of revenue bonds for the purpose of financing the acquisition and renovation of ninety-four affordable housing units, known as The Pines at Garden City, located in Garden City, GA.

Director of Real Estate Development Rafaella Nutini addressed the Board of Commissioners regarding proposed changes to the original bond terms that would require the adoption of a supplemental bond resolution to ratify final terms.

Following a discussion, Commissioner Daise made a motion, seconded by Commissioner Holland, to adopt Board Resolution 01-25-01. The motion carried unanimously, and the resolution immediately follows the minutes.

ADOPTION OF PHA CERTIFICATION OF COMPLIANCE WITH THE PHA PLANS AND RELATED REGULATIONS BOARD RESOLUTION

Management Analyst Tammy Brawner informed the Commissioners that the Quality Housing and Work Responsibility Act of 1998 requires housing authorities to develop and submit Five Year and Annual Plans to HUD. The plan is sent to HUD seventy-five days prior to the beginning of the fiscal year.

Ms. Nutini and Ms. Brawner provided an overview of the planning process and proposed goals and activities for the FY 2025 Annual and Five-Year Plans. Ms. Brawner stated that a public hearing was held on January 13, 2025 in order to give residents and the community the opportunity to comment. No comments were received by the public or the Housing Authority's Resident Advisory Board.

After a discussion, Commissioner Holland moved to adopt Board Resolution 01-25-02 to approve the Housing Authority of Savannah's FY 2025 Annual Plan and FY 2025 Five-Year Plan and to authorize execution of the *PHA Certifications of Compliance with the PHA Plans and Related Regulations* (Form HUD-50077) by the Chairwoman and Executive Director. Commissioner Peavey-Guzman seconded the motion, which passed unanimously. The resolution follows these minutes.

EXECUTIVE DIRECTOR'S REPORT

Ms. Hester opened her report by expressing appreciation to staff for their support and hard work; and providing recognition of the strong foundation laid for her by her predecessor. Report highlights included:

- Report on meetings with partners and state legislators
- Rent structures and operating costs for the HCV and Public Housing programs
- RAD analysis and asset review being conducted; brief overview of HAS portfolio provided
- Board reports will be reformatted to expand the information provided for easier navigation
- Goals and objectives being developed or have already been provided by all departments for ongoing progress tracking across the agency
- Policy revisions will be forthcoming

There being no further business, the Chairwoman adjourned the meeting at 1:03 p.m.



Secretary

ATTEST:

Chairwoman

Approval Date: February 11, 2025

Consent Agenda Item (B)

RESIDENT SERVICES

Homeownership Enrollment

The Homeownership Program allows families that are assisted under the Housing Choice Voucher (HCV) program to use their voucher to buy a home and receive assistance to offset their monthly homeownership expenses. Two orientations are scheduled for Thursday, February 13, 2025, at 10:00 AM and 2:00 PM. These events will be held at the Housing Authority of Savannah, 1407 Wheaton Street, Building B. The orientations will provide participants with an overview and the requirements to participate in our homeownership program.

Financial Literacy Workshop

The Homeownership Program will host a financial literacy workshop entitled “Learning the Key Steps to Building Your Credit” on Thursday, February 27, 2025, at 10:00 AM. The workshop will be held at the Housing Authority of Savannah, 1407 Wheaton Street, Building B. The facilitator is Mrs. Kesha Oliver-Robinson, author of *Financial Literacy Made Easy: Credit Edition*. This session will help potential homeowners build an understanding of how the credit system works. The goal of the workshop is to provide knowledge to overcome financial crisis and avoid for-profit credit repair scams while maintaining a healthy credit score. Following the session, attendees will have the opportunity to have a personalized counseling session to help them comprehend and develop a plan to empower them to take control of their finances.

Pre-School Virtual Meeting to Raise Awareness

On Friday, January 24th, at 10:00 AM, a virtual meeting was held to inform Family-Self Sufficiency (FSS) Public Housing residents and Housing Choice Voucher participants about the importance of preschool education and its many benefits. The meeting also provided details on the application and enrollment process for local preschool programs for the 2025-2026 school year.

The session featured valuable insights from key community leaders, including Ms. Vanessa Mozie from the Equal Opportunity Authority (EOA) Head Start Program and Jessica Horton from the

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

Savannah-Chatham County Public School System (SCCPSS), both of whom spoke about the benefits of early childhood education. Ms. Horton focused on the Little Acorn Academy; a program specifically designed for 3-year-olds. She also provided information about the Pre-kindergarten Program. Ms. Mozie explained the Early Head Start, Head Start and the 4-year-old program. All programs are aimed at laying a strong educational foundation for young children.

The meeting was a step towards helping our families make informed decisions about their children's early education and connect them to the resources available for preschool programs in the area. Participants were encouraged to take advantage of these preschool opportunities and take the necessary steps to apply and complete the enrollment process.

“Empowerment Elevation: Goal Setting for Greatness”

Goal setting is an essential skill for personal and professional growth. The Family Self-Sufficiency Program (FSS) is proud to offer an exciting and impactful empowerment session entitled “Empowerment Elevation: Goal Setting for Greatness.” This special event, designed specifically for FSS participants, will take place on Thursday, February 20, 2025 at 12:00 PM.

In this empowering one-hour session, participants will learn practical and motivating strategies to set, achieve, and elevate their personal and professional goals. Whether participants are focused on advancing their career, improving their finances, or pursuing personal growth, this session will provide them with the tools and confidence to move forward with intention and purpose.

The session will be facilitated by The Real Comia Flynn, a seasoned empowerment coach and expert in goal setting. Ms. Flynn is known for her dynamic approach to personal development, blending inspiration with actionable strategies that help individuals not only dream big but also take the necessary steps to turn those dreams into reality. Her engaging style will help everyone feel empowered to take charge of their future and reach new heights in their journey toward self-sufficiency.

Lunch and Learn - Aging in Place

Living independently in the comfort of the home is somewhat challenging for some of our public housing residents. Safety tips along with several compensatory strategies are necessary to afford our senior and disabled residents the opportunity to maintain their independence and a healthy quality of life. Limitations due to aging and illness creates obstacles and therefore restricts the ability for many of our residents to “age in place.”

Resident Services recognizes the need to facilitate training that will educate and introduce our tenants to available resources and strategies designed to support their health and wellbeing. On Monday, January 13, 2025, the residents of Stillwell Towers participated in an information session on safety tips in the home while enjoying a healthy lunch prepared by staff.

The session included the following information regarding “Safely Aging in Place”:

- Updating emergency contact information
- Being prepared for medical emergencies
- How to obtain a medical emergency device
- Eliminating clutter in your apartment (safe ambulation)
- Fire and kitchen safety
- Creating an inner circle of friends
- Supportive services

The event culminated with the distribution of Brown Bags (The Emergency Food Assistance Program). A total of 85 bags were distributed to the residents. In 2024, the Brown Bags program distributed a total of 1,000 brown bags and over 1,200 hot lunches to senior and disabled residents living in Stillwell Towers. Special thanks to America's Second Harvest and Senior Citizens Incorporation for the services they provide.



Save the Dates!

Lunch and Learn: Friday, February 21, 2025, “Wise and Well” sponsored by NovellaCare (embodies the acronym CARE- Community Advocacy for Resilience and Empowerment).

Brown Bag Distribution: Tuesday, March 10, 2025

A Place to Dream: Tuesday, March 11, 2025

Consent Agenda Item (C) Property Management Report

The Housing Authority of Savannah (HAS) manages a total of six properties, among which five are conventional public housing properties (Yamacraw Village, Frazier Homes, Stillwell Towers, Patterson Terrace and Single Family Homes) and one is a Project-Based Voucher (PBV) property converted through the Rental Assistance Demonstration Program (Kayton Homes). Table 1 below provides information on current occupancy, collections, recertifications, evictions and work order management for these properties. These six properties managed by HAS have a combined total of 1,061 units that are set aside for families with incomes at or below 60% of the Area Median Income (AMI).

Residents of HAS-managed properties are selected based on program-specific eligibility criteria, after applying and joining a waitlist. As of January 29, 2025, there are 3,187 applicants in the general Public Housing waitlist, 42 applicants in the waitlist for Stillwell Towers (specific to senior and disabled persons), and 956 applicants in the PBV-specific waitlist for Kayton Homes. In January 2025, a total of 77 interviews were conducted by the HAS Occupancy team to ensure applicants are screened and offered units of proper size.

In January 2025, HAS submitted two requests to HUD's Inventory Management System for Yamacraw Village and Patterson Terrace to place 28 units under Modernization status. These requests, still under review, are a result of structural issues preventing immediate re-occupancy, and for which HAS is developing demolition and rehabilitation plans.

The Property Management Department of the Housing Authority of Savannah (HAS) is responsible for operating affordable housing units that are set aside to families of low and moderate incomes, while maintaining strong communities and ensuring compliance to regulatory agencies.

For the period of: January 2025

	Yamacraw Village	Frazier Homes	Stillwell Towers	Patterson Terrace	Single Family Homes	Kayton Homes
I. Occupancy						
Total units	315	236	210	76	60	163
Total units occupied	115	216	200	70	58	117
Total units vacant	200	20	10	6	2	46
HUD approved Mod units	180	2	0	0	0	0
Adjusted Occupancy rate	85%	92%	95%	92%	97%	72%
Average days vacant (includes Mod units)	449	296	154	351	87	274
II. Rent Collection						
Current month rent billed	\$ 23,921	\$ 39,993	\$ 46,024	\$ 18,388	\$ 26,600	\$ 94,727.23
Current month rent collected	\$ 22,156	\$ 31,388	\$ 45,255	\$ 14,810	\$ 21,707	\$ 96,639.82
Collection rate	93%	78%	98%	81%	82%	102%
YTD Rents billed	\$ 250,901	\$ 397,392	\$ 439,448	\$ 172,169	\$ 248,087	\$ 934,409.75
YTD Rents collected	\$ 236,384	\$ 353,490	\$ 437,431	\$ 163,967	\$ 232,178	\$ 934,649.92
YTD collection rate	94%	89%	100%	95%	94%	100.03%
Current month Tenant Accounts Receivable (TARs) due	\$ 29,902	\$ 41,886	\$ 46,539	\$ 18,970	\$ 28,109	\$ 97,201.75
Current month TARs collected	\$ 24,701	\$ 32,898	\$ 44,370	\$ 15,435	\$ 19,929	\$ 96,327.69
TARs collection rate	83%	79%	95%	81%	71%	99.1%
III. Move-ins / Move-outs						
Move-ins	0	0	2	2	1	0
Move-outs	2	0	2	0	2	5
Variance	-2	0	0	2	-1	-5
IV. Recertification						
Monthly recertifications due in January	2	12	22	4	2	15
Monthly recertifications completed	2	9	21	4	2	15
Total pending recertifications	0	3	1	0	0	0
V. Evictions						
Total monthly evictions	1	0	1	0	2	1
Evictions for non-payment of rent	1	0	1	0	2	0
Other evictions	0	0	0	0	0	1
VI. Work orders						
Emergency work orders issued	46	55	20	5	14	31
Emergency work orders completed	39	42	20	4	12	20
Non-emergency work orders issued	35	36	55	21	29	33
Non-emergency work orders completed	27	19	55	19	25	26
Incomplete work orders	15	30	0	3	6	18

Consent Agenda Item (D)

HOUSING CHOICE VOUCHER PROGRAM

As of January 1, 2025, the total leased Vouchers are 2,366. The numbers in the chart only include **leased** units.

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). HUD provided a letter of award.

	No. Allocated 12/01/2024	No. Leased 11/01/2024	No. Leased 12/01/2024	No. Leased 1/01/2025	No. Available
SPC	112	120	121	120	-8
Mod Rehab	20	17	17	17	3
Vouchers	2753	2370	2372	2366	387
Portables	-	36	39	38	-
VASH	137	127	129	125	12
HCV PBV	271	254	254	253	18
RADPBV	330	267	271	263	67
TOTAL	3623	3155	3164	3144	479

NUMBER ON WAITING LIST: 675

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)

Real Estate Development Report

I. Development

EAST SAVANNAH GATEWAY TRANSFORMATION

The East Savannah Gateway is the area bounded by President Street on the north, Pennsylvania Avenue on the east, Henry Street on the south, and Broad Street on the west, for which HAS received a Choice Neighborhood Planning Grant that culminated into a [complete Transformation Plan](#). A total of 478 new and 280 rehabilitated units are now present in the East Savannah Gateway, on land owned by the Housing Authority of Savannah (HAS).

The presence of vacant parcels of land owned by HAS in East Savannah is a consequence of previous demolition activity, totaling *18 acres* currently available for redevelopment. HAS is currently evaluating redevelopment options for these properties, which include new projects arising from a recent Faircloth-to-RAD solicitation which is described below, in greater detail.

Other 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. After receiving approval from its Board of Commissioners and HUD for entering a ground lease with Chatham County, HAS celebrated the ECLC groundbreaking on December 3, 2024. The ECLC is a SPLOST-approved (Special Purpose Local Option Sales Tax) project funded by Chatham County and the City of Savannah to provide enrichment programs that will serve children 0 to 3 years of age. **Construction completion is expected by late 2025.**

The Real Estate Development function of the Housing Authority of Savannah (HAS) seeks to preserve, improve, and develop real estate assets through inspired consultation and effective collaboration with HAS staff, residents, public and private partners, and community stakeholders.

RESTORE-REBUILD INITIATIVE

HUD's Restore-Rebuild Program was previously known as "Faircloth-to-RAD". Launched by HUD in 2021, the program authorizes public housing authorities to develop public housing units with a pre-approval to be converted to project-based, Section 8 assistance. The development of public housing units is allowed within the Agency's Faircloth Limit, a cap imposed by 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 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, 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 Restore-Rebuild units (aka Faircloth-to-RAD). The solicitation closed on June 30, 2024, and responses were evaluated by HAS staff. In December 2024, HAS received authorization from its Board of Commissioners to negotiate terms of a Development Agreement with Paces Preservation Partners, who submitted a proposal for the development of eighty-six (86) senior units on parcels of land owned by HAS in the East Savannah Gateway. The units are expected to be a mix of Restore-Rebuild units for seniors of very low-income, and other units financed by the Low Income Housing Tax Credit program (LIHTC), for seniors at or below 80% of the Area Median Income (AMI). **The application for the competitive LIHTC program is expected to be submitted by HAS and Paces in May 2025.**

II. Preservation and Modernization

CAPITAL FUND PROGRAM

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. The current 5YAP for the 2024 – 2028 period was approved by HUD on **November 15, 2024**. The new 5YAP will ensure critical and high-priority needs of HAS conventional public housing properties are addressed.

Capital Funds are allocated to HAS annually and distributed across different Budget Line Items, as presented in Table 1 below, which reflects current obligated and expended amounts of active capital fund grants:

Grant Year	Obligation End	Expenditure End	Total Grant	Current Obligation 01/28/2025		% Obligated		Current Expended 01/28/2025		% Expended	
							Change		Change		Change
2017	8/15/2024	8/31/2025	\$ 2,470,006	\$ 2,470,006		100%	0.00%	\$ 2,220,984		90%	10%
2018	5/28/2025	8/31/2026	\$ 3,702,214	\$ 1,092,098		29%	70.50%	\$ 1,083,732		29%	71%
2019	4/15/2023	4/15/2025	\$ 2,901,215	\$ 2,719,844		94%	6.25%	\$ 2,505,464		86%	14%
2020	3/25/2024	3/25/2026	\$ 2,967,451	\$ 2,967,451		100%	0.00%	\$ 1,596,213		54%	46%
2021	2/22/2023	2/22/2025	\$ 3,125,718	\$ 3,116,490		100%	0.30%	\$ 3,060,456		98%	2%
2022	5/11/2024	5/11/2026	\$ 2,770,794	\$ 2,770,794		100%	0.00%	\$ 829,262		30%	70%
2023	2/16/2025	2/16/2027	\$ 2,803,458	\$ 2,803,458		100%	0.00%	\$ 823,578		29%	71%
2024	5/5/2026	5/5/2028	\$ 2,916,273	\$ -		0%	100.00%	\$ -		0%	100%
Totals			\$ 23,657,129	\$ 17,940,141		76%	24.17%	\$ 12,119,689		51%	49%

Table 1: Active Capital Fund Grants

Obligation of 2018 and 2024 grants is expected by the deadline in association with an upcoming solicitation for Accessibility Improvements.

These are ongoing modernization projects at HAS public housing properties:

Capital Improvement Project	Scope	Contract Amount (inclusive of change orders)	Contract Execution	Estimated Completion
Stillwell Towers Elevator Modernization	Replacement of all existing elevator equipment with new energy-efficient mechanical, electrical, and technological systems	\$ 1,501,510	August 2022	February 2025 (final inspection postponed due to winter storm)
Frazier MEP II	Replacement of main service breakers and meter packs	\$ 405,221	Change order approval January 2024	April 2025 (delay due to supply shortage and design changes)
Frazier and Single-Family Homes Windows and Screen Doors	Replacement of windows and screen doors	\$5,121,319	February 2024	February 2025

Table 2: Capital Improvement Projects

FRAZIER HOMES: FOCUS ON PRESERVATION

The 2019 PNA of Frazier Homes had 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 contracted 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 and HVAC units have been replaced. The second phase of this project, expected to start in January 2025, will include replacement of external meter packs in all residential buildings. 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 (\$4.1 million allocated exclusively to Frazier). Two change orders in August and October 2024 raised the project’s cost to \$5 million. In summary, a total of \$8.8 million has been invested in Frazier since 2022, contributing to the improvement of electrical and air conditioning systems, as well as window structures.

Other projects in the pipeline for Frazier Homes 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 improving breezeways. On December 20, HAS received HUD’s approval.** A contract for demolition of breezeway slabs, and replacement of stairs and railings is expected to be executed by December 2026.

THE PINES AT GARDEN CITY

The Pines at Garden City is a 94-unit affordable housing development located in Garden City, GA. On September 10, 2024, the HAS Board of Commissioners approved an Issuance Resolution declaring HAS's commitment 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 on January 29, 2025.**

III. Repositioning

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

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 the approval of a Repositioning Plan 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 for 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.

IV. Financing

BOND TRANSACTIONS

The Housing Authority of Savannah can issue tax-exempt bonds to support either the new construction or renovation of income-restricted units. Table 3 below presents information on recent deals for which HAS issued bonds, and for which the principal balance on the bonds is still outstanding and fees are still being collected.

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

Table 3: Outstanding Bonds

Consent Agenda Item (F)

FINANCE

BUDGET-VS-ACTUAL REPORT

PERIOD ENDING 12/31/2024

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 DECEMBER 2024

Analysis & Comments

- Total Revenue reflects a negative cumulative budget variance of \$ 404,315
 - 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 positive cumulative budget variance of \$ 275,837.
- The Property reports a cumulative loss of \$ 242,751, tracking over budget by \$ 128,478.

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

PUBLIC HOUSING (AMP) REPORTING FOR YEAR TO DATE DECEMBER 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. Horace Stillwell Towers has an unfavorable variance in Total Other Revenue due to the projected cell phone tower rental income that is expected to be received before year end.

PH Consolidated

- Total Revenue reflects a negative cumulative budget variance of \$ 1,954,928.
- Total Operating Expenses reflect a positive cumulative budget variance of \$ 858,532.

Reports a cumulative loss of \$ 443,446, tracking over budget by \$ 1,096,396.

BUSINESS ACTIVITIES FOR YEAR TO DATE DECEMBER 2024

Analysis & Comments

- Business Activities is a consolidation of SCB Kayton, Local Fund, and Bond Fund activities.
- Total Revenue reflects a positive cumulative budget variance of \$ 79,833.
- Total Operating Expenses reflect a positive cumulative budget variance of \$ 56,422.

Reports a cumulative surplus of \$ 368,986, tracking under budget by \$ 136,255.

SCB Kayton's Annual Replacement Reserve contribution still needs to be accrued as of 12/31/2024.

HOUSING ASSISTANCE PAYMENTS PROGRAMS FOR YEAR TO DATE DECEMBER 2024

Housing Choice Voucher Program(including SRO and SPC)

- 1) The Administrative Section is reporting a cumulative surplus of \$ 389,629, tracking under budget by \$ 420,994.
- 2) HAP Expenses are \$ 27,380,943 year to date. The Program Section is reporting a cumulative loss of \$ 282,731, tracking over budget by \$ 282,668. Program Revenues minus Program HAP Costs are expected to break even by the fiscal year end.

Housing Authority of Savannah
 Budget to Actual Operating Statements

Draft
 Unaudited
 Month Ending
 12.31.2024

Central Office Cost Center (COCC)	Annual Budget FY 2025	Year to Date Budget	Year to Date Actual	Favorable (Unfavorable) Variance
COCC Income				
Total Tenant Revenue	-	-	-	-
Total Grant Revenue	560,692	420,516	-	(420,516)
Total Investment Revenue - Unrestricted	14,277	10,710	21,660	10,950
Total Investment Revenue - Restricted	-	-	-	-
Total Other Revenue	11,595	8,703	42,322	33,619
Total Property Management Fee Revenue	953,516	715,140	694,608	(20,532)
Total Bookkeeping Fee Revenue	345,348	259,011	251,265	(7,746)
Total Asset Management Fee Revenue	110,160	82,620	82,530	(90)
Total Operating Income	1,995,588	1,496,700	1,092,385	(404,315)
Operating Expenses				
Total Administrative	1,904,633	1,428,489	1,192,136	236,353
Total Tenant Services	-	-	4,570	(4,570)
Total Utilities	45,668	34,254	36,800	(2,546)
Total Maintenance and Operations	117,566	88,173	68,874	19,299
Total Protective Services	2,600	1,953	-	1,953
Total Insurance Premiums	74,490	55,854	32,756	23,098
Total General Expenses	3,000	2,250	-	2,250
Total Interest Expense	-	-	-	-
Total Housing Assistance Payments	-	-	-	-
Total Routine Operating Expenses	2,147,957	1,610,973	1,335,136	275,837
Cash Flow (Deficit) from Operations	(152,369)	(114,273)	(242,751)	(128,478)

Housing Authority of Savannah
Budget to Actual Operating Statements

Draft
Unaudited
Month Ending
12.31.2024

	Annual Budget FY 2025	Year to Date Budget	Year to Date Actual	Favorable (Unfavorable) Variance
Consolidated Public Housing				
Operating Income				
Total Tenant Revenue	1,815,575	1,361,700	1,487,033	125,333
Total Grant Revenue	6,932,097	5,199,084	3,364,467	(1,834,617)
Total Investment Revenue - Unrestricted	358,818	269,118	56,070	(213,048)
Total Investment Revenue - Restricted	-	-	-	-
Total Other Revenue	236,539	177,399	144,804	(32,595)
Total Property Management Fee Revenue	-	-	-	-
Total Bookkeeping Fee Revenue	-	-	-	-
Total Asset Management Fee Revenue	-	-	-	-
Total Operating Income	9,343,029	7,007,301	5,052,373	(1,954,928)
Operating Expenses				
Total Administrative	2,579,287	1,934,451	1,631,459	302,992
Total Tenant Services	255,429	191,592	137,673	53,919
Total Utilities	715,331	536,490	577,991	(41,501)
Total Maintenance and Operations	4,163,203	3,122,433	2,356,440	765,993
Total Protective Services	93,933	70,443	118,562	(48,119)
Total Insurance Premiums	457,748	343,323	385,286	(41,963)
Total General Expenses	207,492	155,619	152,703	2,916
Total Interest Expense	-	-	-	-
Total Housing Assistance Payments	-	-	135,704	(135,704)
Total Routine Operating Expenses	8,472,423	6,354,351	5,495,819	858,532
Cash Flow (Deficit) from Operations	870,606	652,950	(443,446)	(1,096,396)

Business Activities	Annual Budget FY 2025	Year to Date Budget	Year to Date Actual	Favorable (Unfavorable) Variance
Business Activities Income				
Total Tenant Revenue	1,261,307	945,981	857,368	(88,613)
Total Grant Revenue	-	-	-	-
Total Investment Revenue - Unrestricted	408,667	306,504	292,062	(14,442)
Total Investment Revenue - Restricted	-	-	-	-
Total Other Revenue	938,690	704,016	768,463	64,447
Total Property Management Fee Revenue	191,164	143,370	202,440	59,070
Total Bookkeeping Fee Revenue	-	-	-	-
Total Asset Management Fee Revenue	124,058	93,042	152,412	59,370
Total Operating Income	2,923,886	2,192,913	2,272,746	79,833
Operating Expenses				
Total Administrative	1,593,475	1,195,128	1,086,279	108,849
Total Tenant Services	14,563	10,917	14,053	(3,136)
Total Utilities	180,391	135,288	161,611	(26,323)
Total Maintenance and Operations	627,537	470,673	521,317	(50,644)
Total Protective Services	1,789	1,341	294	1,047
Total Insurance Premiums	118,174	88,614	99,873	(11,259)
Total General Expenses	77,630	58,221	22,355	35,866
Total Interest Expense	-	-	-	-
Total Housing Assistance Payments	-	-	(2,022)	2,022
Total Routine Operating Expenses	2,613,559	1,960,182	1,903,760	56,422
Cash Flow (Deficit) from Operations	310,327	232,731	368,986	136,255

Housing Authority of Savannah
 Budget to Actual Operating Statements

Draft
 Unaudited
 Month Ending
 12.31.2024

Housing Choice Voucher Program (HCVP) Administrative	Annual Budget FY 2025	Year to Date Budget	Year to Date Actual	Favorable (Unfavorable) Variance
HCV Admin Income				
HUD Operating Grant: FSS Coordinator Receipts	186,149	139,608	127,007	(12,601)
HUD Operating Subsidies	2,829,264	2,121,939	2,255,406	133,467
Homeownership Admin Fee Income	1,400	1,053	10,200	9,147
Investment Revenue - Unrestricted	138,363	103,770	76,859	(26,911)
Fraud - Admin	2,500	1,872	45,228	43,356
Misc Income Account	8,528	6,399	11,473	5,074
Total HCV Administrative Income	3,166,204	2,374,641	2,526,173	151,532
HCV Admin Expenses				
Total Administrative	2,762,953	2,072,250	1,907,218	165,032
Total Tenant Services	-	-	6,904	(6,904)
Total Utilities	26,912	20,187	19,080	1,107
Total Maintenance and Operations	333,313	249,993	237,094	12,448
Total Protective Services	3,036	2,286	-	2,286
Total Insurance Premiums	72,212	54,162	69,675	(15,513)
Total General Expenses	9,500	7,128	(103,426)	110,554
Total Interest Expense	-	-	-	-
Total Routine Operating Expenses	3,207,926	2,406,006	2,136,544	269,011
Cash Flow (Deficit) from Operations	(41,722)	(31,365)	389,629	420,994

Housing Authority of Savannah
 Budget to Actual Operating Statements

Draft
 Unaudited
 Month Ending
 12.31.2024

Housing Choice Voucher Program (HCVP) Housing Assistance Payments	Annual Budget FY 2025	Year to Date Budget	Year to Date Actual	Favorable (Unfavorable) Variance
HCVP HAP Income				
HUD Operating Subsidies	34,712,281	26,034,210	27,067,674	1,033,464
Fraud-HAP	2,500	1,872	30,538	28,666
FSS Forfeiture Income	10,167	7,623	-	(7,623)
Investment Income - Restricted	75	54	-	(54)
Total HCVP HAP Income	34,725,023	26,043,705	27,098,212	1,054,507
HAP Expenses				
Housing Assistance Payments	34,725,023	26,043,768	27,380,943	(1,337,175)
Total Routine Operating Expenses	34,725,023	26,043,768	27,380,943	(1,337,175)
Cash Flow (Deficit) from Operations	-	(63)	(282,731)	(282,668)



Agenda Item No. 2 – *New Business* **ARCHITECTURAL & ENGINEERING SERVICES** **CONTRACT AMENDMENT**

RECOMMENDED ACTION:

Approve a Resolution authorizing the Housing Authority of Savannah to amend contracts executed with two Architecture and Engineering firms in 2022, for establishing a not-to-exceed amount of \$500,000 under each contract.

BACKGROUND:

On October 11, 2022, the Housing Authority of Savannah (HAS) received authorization from the Board of Commissioners to enter contracts with the Architecture & Engineering (A&E) firms Raymond Engineering and Lott Naugle. In an indefinite-delivery contract structure, A&E services were expected to be provided on an as-needed basis, for at least one year, with an option of four additional annual renewals, for a total maximum contractual term of five years. The engagement with both companies has been extensive, with their participation in design, preparation of construction documents, and administration of modernization projects at HAS-managed sites.

ANALYSIS:

Disbursements made to Raymond Engineering and Lott Naugle under the 2022 contracts total respectively \$169,389 and \$124,580. Acknowledging upcoming projects and the necessary engagement with specialized A&E firms, HAS herein requests an Amendment to contractual terms authorizing their values not-to-exceed \$500,000 (\$1,000,000 total in both contracts). A&E fees are included in the approved Capital Fund Five Year Action Plan.

LEGAL CONSIDERATIONS:

HAS legal counsel will be present to discuss the requested Amendment.

BOARD CONSIDERATION AND ACTION:

The staff recommendation is to approve the Resolution authorizing HAS to Amend the contracts with Architecture & Engineering firms with the purpose of authorizing disbursements to each not-to-exceed \$500,000.

RESOLUTION NO. 02-25-01

**RESOLUTION OF THE HOUSING AUTHORITY OF SAVANNAH BOARD OF COMMISSIONERS
AMENDING ARCHITECTURAL & ENGINEERING CONTRACT**

WHEREAS, on October 11, 2022, the Board of Commissioners of the Housing Authority of Savannah (“Agency”) authorized the Agency to enter contracts with two Architecture and Engineering firms;

WHEREAS, on October 24, 2022, the Agency entered contracts with Raymond Engineering – Georgia, Inc., and Lott Naugle Architects, Inc., with the purpose of obtaining architecture and engineering services on an as needed basis;

WHEREAS, values were not included in the contracts executed in 2022;

WHEREAS, a maximum of four annual renewals are permitted under the contracts, and the Agency has exercised its renewal option in the second and third years, and plans to extend the contracts for two more years;

WHEREAS, the values of the contracts are therefore anticipated to be not less than \$250,000 and not more than \$500,000 each;

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Board of Commissioners of the Housing Authority of Savannah as follows:

The Board of Commissioners does hereby (i) approve and ratify the combined contractual value for Architecture and Engineering services not to exceed \$1,000,000 and (ii) authorize and direct the Secretary of the Board/Executive Director of HAS to execute and deliver any other consents, documents and instruments as necessary or desirable in order to amend the existing contracts.

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

ADOPTED by the Board of Commissioners this 11th day of February, 2025.

HOUSING AUTHORITY OF SAVANNAH

By: _____
Dr. M. Ann Levett, Chairwoman

ATTEST:

Evette Hester, Secretary



Agenda Item No. 3 – *New Business* ADOPTION OF PROCUREMENT POLICY

RECOMMENDED ACTION:

The Board of Commissioners is considering adoption of the proposed revisions to the HAS Procurement Policy for the renaming of the previous Section 21 to a new Section 22 and the inclusion of new Section 21.

BACKGROUND:

The HAS Procurement Policy was adopted by the Board of Commissioners on November 12, 2019, with the last policy revision adopted on November 14, 2023.

ANALYSIS:

HAS Management has revised the existing Procurement Policy to rename the previous **Sections 21.0 Funding Activity** to a new **Section 22 Funding Activity**. There is no change to this Section other than the Section number. This change allows for the insertion of a new **Section 21: DISPOSTION OF SURPLUS PROPERTY–REAL PROPERTY**. HAS management identified the need to include policy language specifically for dispositions of real property. The revised policy with the new section language is being provided for your review and consideration.

LEGAL CONSIDERATIONS:

The Procurement Policy revision has been reviewed by HAS legal counsel.

FINANCIAL CONSIDERATIONS:

None

BOARD CONSIDERATION AND ACTION:

The Board of Commissioners is considering adoption of Board Resolution 02-25-02, approving the proposed revisions to the Procurement Policy.

RESOLUTION NO. 02-25-02

**RESOLUTION OF THE HOUSING AUTHORITY OF SAVANNAH BOARD OF COMMISSIONERS
ADOPTING PROCUREMENT POLICY**

WHEREAS, the Housing Authority of Savannah (HAS) Board of Commissioners adopted the HAS Procurement Policy on November 12, 2019, with a revision adopted on November 14, 2023; and

WHEREAS, HAS seeks the inclusion of new policy language specifically for dispositions of real property, under a new Section 22: DISPOSITION OF SURPLUS PROPERTY–REAL PROPERTY; and

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of Savannah hereby adopts the *Procurement Policy* which follows as an Exhibit to this resolution;

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

ADOPTED by the Board of Commissioners this 11th day of February, 2025.

HOUSING AUTHORITY OF SAVANNAH

By: _____
Dr. M. Ann Levett, Chairwoman

ATTEST:

Evette Hester, Secretary

21.0 DISPOSITION OF SURPLUS PROPERTY - REAL PROPERTY

- 21.1 General.** Real property no longer necessary for the Agency's purposes shall be transferred, sold, or disposed of in accordance with applicable federal, state, and local laws and regulations. Any conflict between the provisions of any Federal or state law or regulation and this policy, the federal or state law or regulation shall govern. Note also, "transfer" and "disposed" also includes the conveyance of an interest in property via lease or license.
- 21.2 Uses and Limitations.** Properties will be disposed of for uses that include, but are not limited to, the following;
- 21.2.1 Affordable housing projects that protect neighborhoods from disinvestment and blight, including affordable homeownership opportunities;
 - 21.2.2 Housing projects that fill unmet housing needs, especially housing targeted to low-income individuals and families;
 - 21.2.3 Public and community uses that benefit an Agency's neighborhood;
 - 21.2.4 Market rate housing projects that improve the income mix and stability of a neighborhood; and
 - 21.2.5 Commercial development that is beneficial to the affected community.
 - 21.2.6 All uses and purposes as authorized by and under federal laws and regulation and under the Housing Authorities Law of Georgia, O.C.G.A. § 8-3-1 *et seq.*
- 21.3 Methods.** Properties may be disposed of using the following methods;
- 21.3.1 Developer Solicitations. A Request for Proposal process may be used to invite developers, non-profits, and other entities to acquire and redevelop selected properties. Proposing entities must submit a proposed plan, schedule, budget and must demonstrate their capacity to execute the plan. This method will especially be applied when contiguous lots may be purchased at a discount to ensure large scale redevelopment of neighborhoods.
 - 21.3.2 Auctions. Properties may be auctioned online or in person and sold to the highest bidder. HAS reserves the right to reject any bids at less than fair market appraised value.
 - 21.3.3 Sealed Bids. HAS may elect to accept highest sealed bids for selected properties provided that properties provided that the highest sealed bid is equal to or greater than the fair market value as determined by an independent appraisal performed on behalf of the Agency prior to submission of bids.

- 21.3.4** Land Swaps. HAS may consider swapping properties it owns with, or donating properties it owns to public entities when HAS properties are required for public uses or for the benefit of HAS projects.
- 21.3.5** Neighborhood Initiated Dispositions. The Agency may consider land disposition to developers identified by neighborhood groups when proposed development is consistent with publicly adopted planning documents or plans supported or organized by the neighborhood.
- 21.3.6** Critical Strategic Projects. The Agency may consider disposition to public or non-profit entities interested in acquiring property to support their mission, provided the Agency receives sufficient consideration or substantial benefits in return.
- 21.3.7** Properties needed for the Agency projects are exempt from these disposition methods and will be approved through a HUD Disposition Plan.
- 21.3.8** All disposition of public housing properties must comply with HUD Disposition Regulations found in 24 CFR Part 970 in addition to meeting the requirements of the appropriate Agency real property disposition policy. Disposition of all real property must be approved by the Agency's Board of Commissioners.
- 21.4 Financial Position Affects.** HAS will be compensated for disposed properties in the following manner:
- 21.4.1** Fair Market Value (FMV) or greater, subject to the following exceptions:
- 21.4.1.1** Dispositions having community benefit that are associated with HAS projects;
- 21.4.1.2** Dispositions benefitting the Agency's community when FMV jeopardizes the project's affordability to low-income families, in which case projects can be negotiated at a mutually agreed upon value below the appraised value as determined by an independent third-party appraiser

21.4.1.3 Projects deemed infeasible with land value compensation can be transferred for less value subject to the Agency receiving substantial benefits in return and evidence of project financial infeasibility; and

21.4.1.4 Any properties disposed at less than Fair Market Value must be approved by the HAS Board of Commissioners including the justification for the same.

21.4.2 Proceeds earned from the sale of real property will be used consistent with HUD regulations and if applicable consistent with state law, as may be applicable, to further the Agency's mission and goals.

21.5 Additional Requirements.

21.5.1 Transfer instruments will include a clause reverting the ownership of properties sold for less than FMV back to the Agency in the event the use of the contemplated use does not occur within a specified period of time and in the manner approved, subject to approved extensions for extenuating circumstances or if ceases to be used for the contemplated use; and

21.5.2 Transfer instruments will include disclosures of known environmental hazards and will require that the acquiring entity remediate and/or develop the property in accordance with applicable federal, state, and local requirements and to indemnify the Agency for any damages it sustains as result of failure to remediate the environmental condition.

21.5.3 Dispositions will be executed in accordance with all applicable disposition procedures for real property.

21.6 Conveyances of Real Property to Subsidiary. The provisions of the foregoing shall not apply to conveyance of real property to a subsidiary corporation of the Agency or any entity owned and controlled by a subsidiary corporation, except such conveyance shall be authorized and approved by the Agency's Board of Commissioners.

22.0 FUNDING AVAILABILITY

22.1 General. Before initiating any contract, the Agency shall ensure that there are sufficient funds available to cover the anticipated cost of the contract or modification.