



**April 10, 2025**

## **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*

**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**

### **POSTPONED REGULAR BOARD OF COMMISSIONERS MEETING**

Thursday, April 10, 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 March 18, 2025 Postponed 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. Demolition/Disposition Application for Yamacraw Village .....Rafaella Nutini, Director of Real Estate Development

*Recommended Action: Adopt Resolution 04-25-01*

3. Contract for Real Estate Development Consultant..... Rafaella Nutini, Director of Real Estate Development

*Recommended Action: Adopt Resolution 04-25-02*

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

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 March 18, 2025 Postponed 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 March 18, 2025 postponed 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.

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Dr. M. Ann Levett  
Chairwoman

Edward Gresham  
Vice Chairman

Michael Holland

Happi Peavey-Guzman

**POSTPONED REGULAR MEETING  
OF THE BOARD OF COMMISSIONERS OF THE  
HOUSING AUTHORITY OF SAVANNAH  
March 18, 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 (late arrival) \*

\* Vice Chairman Edward Gresham arrived at 12:33 p.m. during the Executive Director's Report and was not present for voting.

Also present were Executive Director Evette Hester, Director of Finance Robert Faircloth, Interim Director of Assisted Housing Programs Sandy Glicker, Director of Human Resources Shannell Hardwick, Director of Real Estate Development Rafaella Nutini, Management Analyst Tammy Brawner, Homeownership Specialist/ HOPE VI Coordinator DaShawna Kea, Resident Advisor Deborah Bulloch, and Resident Advisor Sophia Perry. Attorney Tracy O'Connell of Ellis, Painter, Ratterree, & Adams LLP, 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 February 11, 2025 regular meeting, February 26-27, 2025 special meeting, March 6, 2025 special meeting; Resident Services Report; Property Management Report; Assisted Housing Programs Report; Real Estate Development 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 OPERATING BUDGET AND PERFORMANCE FUNDING SYSTEM CALCULATION OF OPERATING SUBSIDY FOR FISCAL YEAR ENDING MARCH 31, 2026**

A budget workshop for the combined operating budget for the fiscal year ending March 31, 2026 was held on March 6, 2025. The combined operating budget incorporates all operating funds into separate operating budgets for each Asset Management Project Group, the Central Office Cost Center, the Housing Assistance Payments Fund and the Local Fund.

Executive Director Evette Hester notified the Board of Commissioners that Congress had passed a Continuing Resolution for the federal budget with no funding cuts to the HUD program budgets. Director of Finance Robert Faircloth then gave a brief overview of the budgets and answered questions from the Commissioners. Commissioner Daise made a motion to adopt Board Resolution 03-25-01 to approve the Operating Budget and Performance Funding System Calculation of Operating Subsidy for the Fiscal Year Ending March 31, 2026, and to authorize the Chairwoman to sign the *PHA Board Resolution Approving Operating Budget, Form HUD-52574*. Commissioner Peavey-Guzman seconded the motion and it passed unanimously.

**EXECUTIVE DIRECTOR'S REPORT**

Ms. Hester provided a report to the Commissioners. Report highlights included:

- Ms. Hester expressed appreciation to the Commissioners for their participation during the Board retreat and the special budget workshop in the past weeks
- Congressional funding levels for HAS programs
- Reduction of HUD Field Offices across the nation is anticipated
- Strategic efforts to address HAS vacancies at the properties
- Memorandum of Agreement between State Historic Preservation Office, City of Savannah, and the Housing Authority of Savannah related to Yamacraw Village has been finalized
- Overview of Yamacraw Village community meeting for Yamacraw Village residents, held on February 27 and future planning
- Report of the NAHRO Washington Conference held in March attended by Ms. Hester, Vice Chairman Edward Gresham, and Resident Advisor Sophia Perry

**COMMENTS FROM COMMISSIONERS**

Commissioner Gresham and Ms. Perry each provided feedback on the NAHRO Washington Conference, praising the Executive Director and her presence and advocacy on Capitol Hill. Ms. Hester also expressed her appreciation for the candor and representation provided by both members of the Board.

There being no further business, the Chairwoman called for a motion to close the meeting. The motion to close was made by Commissioner Holland and seconded by Commissioner Daise. The Chairwoman adjourned the meeting at 1:10 p.m.



Secretary

ATTEST:

\_\_\_\_\_  
Chairwoman

Approval Date: April 10, 2025

## Consent Agenda Item (A)

### RESIDENT SERVICES

#### The Housing of Savannah's Family Self-Sufficiency Program Hosts Informational Session on Coastal Empire Habitat for Humanity Homeownership Application Process

The Family Self-Sufficiency (FSS) Program is dedicated to supporting individuals and families in their journey toward self-sufficiency by connecting them with vital community resources. The FSS Program, in collaboration with Coastal Empire Habitat for Humanity, hosted an important informational session on March 6, 2025. The event was held at the Housing of Savannah's office at 1407 Wheaton Street, Building B at 10:00 AM. The session was designed to help residents learn more about the application process for homeownership through Coastal Empire Habitat for Humanity.

Mr. Christopher Moffett, Homeownership Services Administrator, facilitated the session. He provided a detailed presentation that covered various aspects of the application process, ensuring that attendees had a clear understanding of the steps involved.

The meeting covered several key points:

1. **Mission & Vision:** Coastal Empire Habitat for Humanity is dedicated to building affordable homes, providing critical repairs, and creating opportunities for homeownership in partnership with families in need. The vision of Coastal Empire Habitat for Humanity is a world where everyone has a decent place to live.
2. **Qualification Requirements:** Attendees were informed about the specific qualifications required to apply for Habitat for Humanity's homeownership program. Mr. Moffett explained the eligibility criteria, ensuring that potential applicants understood the basic requirements for participation.
3. **Homeownership Application Process:** One of the primary goals of the session was to explain the step-by-step homeownership application process. The timeline for

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



applying is from March 1st to March 31st, 2025. Mr. Moffett outlined the necessary documents, procedures, and timelines, giving participants the information they need to successfully navigate the process.

4. **Program Requirements:** Applicants must demonstrate a need for affordable housing and show their ability to pay for the home, including monthly mortgage payments, taxes, and insurance. The program requires that applicants are willing to partner with Habitat for Humanity. This partnership typically involves contributing "sweat equity" by participating in the construction of their own home or the homes of others. To meet further requirements applicants must: have a stable income source that allows them to meet the financial obligations of homeownership; have lived in the Coastal Empire area for twelve months; undergo a background check; and complete homeownership education classes.

The Housing Authority invited 679 residents from public housing and 2,492 participants from the Housing Choice Voucher Program. There were 65 people registered with 36 people in attendance. The attendees showed great enthusiasm, and expressed their appreciation for the clear, detailed explanation of the homeownership process. Many left the session feeling empowered and equipped with the knowledge to take the next steps toward achieving their goal of homeownership. We have assisted two public housing residents with the completion of their applications. In addition, we have received confirmation that several Authority-assisted residents have applied.



## Homeownership Program

### New Homeowner

We would like to congratulate the Housing Authority's fourth homeowner for 2025. A family of six purchased a 4-bedroom, 2 ½ bath home in Port Wentworth, GA. The purchase price for the home was \$290,000. The family was eligible to use the Federal Home Loan Bank of Atlanta's First-time Homebuyer Product (FHP) to assist with closing costs and down payment assistance. FHP provides up to \$17,500 in funds to eligible applicants. These funds will be forgiven if the homeowner occupies their home as a primary residence for at least five years.



### **Homeownership Enrollment**

The Homeownership Program will host two orientation sessions for interested Housing Choice Voucher participants on Thursday, April 24, 2025 at 10:00 AM and 2:00 PM. The event will be held at the Housing Authority of Savannah, 1407 Wheaton Street, Building B. The orientation sessions give participants an overview of the program and requirements for applicants to participate.

### **Upcoming Events**

“Becoming a Homeowner” Informational Workshop- Housing Authority of Savannah- Thursday, May 1, 2025, at 10:00 AM

### **Spring into Wellness Resource Fair**

#### **Residents and Resources come together to welcome Spring**

As the aging process continues, independent living becomes more and more difficult for many of our residents. Many of our senior and disabled residents are faced with severe physical and/or cognitive deficits. However, most of them desire to continue living independently. The need for aging in place support services such as meal delivery, transportation, and home care services are essential. To meet the complex needs of those served, the Housing Authority of Savannah Resident Services staff works aggressively to identify community agencies that offer needed programming and create strong collaborative relationships that result in greater connectivity for community members.

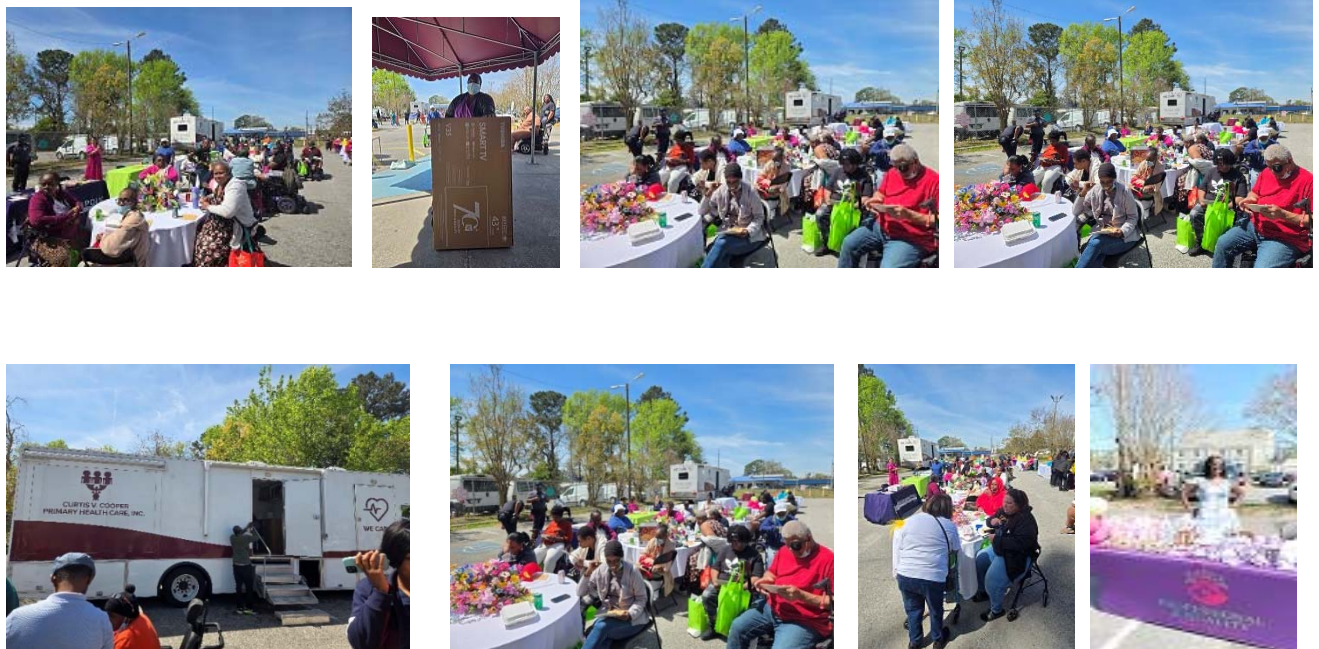
The “Spring into Wellness” event was held on Thursday, March 27, 2025, from 11:00 AM to 2:00 PM in the center parking lot at Horace Stillwell Towers. There were many community partners on hand to educate our residents regarding available resources and to encourage utilization of services.

These valuable resources will allow our seniors and disabled residents the opportunity to continue to maintain independent and productive lives. During this festive outdoor event, the residents also

enjoyed music, food, outdoor cognitive activities, door prizes, and a wonderful opportunity to meet and greet their neighbors. The event culminated with a grand prize drawing of a 43-inch Smart Television, complimentary from one of the vendors. Special thanks to the Housing Authority staff and partners that committed to lend support to this endeavor. Below is a list of community partners that participated in this event:

- **Curtis V. Cooper Primary Healthcare**
- **Savannah Police Department**
- **Hospice – Capable**
- **Humana**
- **Norvella Care**
- **North American Senior Benefits**
- **Professional & Quality Home Care, LLC**
- **Catholic Charities of South Georgia**
- **SOURCE- St. Joseph/ Candler**
- **WellCare - Charlotte Greene**
- **Affinis Hospice**
- **Voter Registration**
- **Sonder Care**
- **Jackson Insurance**
- **Savannah Building Futures, Incorporated**
- **Emergency Contact Forms Update: Management Team (HAS-Stillwell Tower Staff)**

**The Spring Fair at a Glance:**



## 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 March 25, 2025, there are 3,073 applicants in the general Public Housing waitlist, 121 applicants in the waitlist for Stillwell Towers (specific to senior and disabled persons), and 911 applicants in the PBV-specific waitlist for Kayton Homes. The waitlist for Stillwell Towers has been opened since February 18, 2025. A total of 91 interviews were conducted by the HAS Occupancy team last month 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. As of March 25, 2025, both requests are approved, and modernization plans are underway.

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: March 2025		Yamacraw Village	Frazier Homes	Stillwell Towers	Patterson Terrace	Single Family Homes	Kayton Homes
<b>I. Occupancy</b>							
Total units		315	236	211	76	60	163
Total units occupied		112	219	202	70	55	109
Total units vacant		203	17	9	6	5	54
HUD approved Mod units		203	2	1	4	0	0
Adjusted Occupancy rate		100.0%	93.6%	96.2%	97.2%	91.7%	66.9%
Average days vacant (includes Mod units)		490	245	24	2391	13	227
<b>II. Rent Collection</b>							
Current month rent billed		24,680.00	43,381.10	46,351.00	20,858.00	25,052.00	83,595.23
Current month rent collected		28,703.18	52,267.64	47,079.00	25,059.35	24,915.00	85,407.14
Collection rate		116%	120%	102%	120%	99%	102%
YTD Rents billed		299,488.20	484,547.30	530,646.00	213,079.00	297,897.11	1,110,331.21
YTD Rents collected		292,805.42	452,930.72	532,312.10	213,828.54	279,090.80	1,108,727.89
YTD collection rate		98%	93%	100.3%	100%	93.69%	99.86%
Current month Tenant Accounts Receivable (TARs) due		26,348.33	53,976.67	47,702.60	21,049.59	26,199.26	84,537.26
Current month TARs collected		34,600.85	57,937.65	46,511.31	24,546.00	25,184.05	88,158.93
TARs collection rate		131%	107%	98%	117%	96%	104.3%
<b>III. Move-ins / Move-outs</b>							
Move-ins		0	5	3	0	3	0
Move-outs		1	5	4	1	4	3
Variance		-1	0	-1	-1	-1	-3
<b>IV. Recertification</b>							
Monthly recertifications due in March		13	16	18	7	6	15
Monthly recertifications completed		13	16	17	7	6	15
Total pending recertifications		0	0	1	0	0	0
<b>V. Evictions</b>							
Total monthly evictions		0	2	1	0	4	0
Evictions for non-payment of rent		0	2	1	0	2	0
Other evictions		0	0	0	0	2	0
<b>VI. Work orders</b>							
Emergency work orders issued		17	27	2	3	2	7
Emergency work orders completed		13	4	2	3	1	1
Non-emergency work orders issued		44	83	61	19	34	40
Non-emergency work orders completed		26	15	60	15	34	19
Incomplete work orders		22	91	1	4	1	27

## Consent Agenda Item (D)

### HOUSING CHOICE VOUCHER PROGRAM

As of March 1, 2025, the total leased Vouchers are 2365. 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 1/01/2025	No. Leased 2/01/2025	No. Leased 3/01/2025	No. Available
SPC	112	120	118	118	-6
Mod Rehab	20	17	17	17	3
Vouchers	2753	2366	2366	2365	388
Portables	-	38	38	40	-
VASH	137	125	126	126	11
HCV PBV	271	253	251	254	17
RADPBV	330	263	257	255	75
TOTAL	3623	3144	3135	3135	488

**NUMBER ON WAITING LIST: 1527 (including SCB Kayton)**

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.

Voucher Utilization March 1, 2025

Program	Property	Allocated	Leased	Vacancies	% Leased	On Wait List	Processing
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Shelter Plus Care

SPC	Shelter Plus Care	112	118	-6	105%	Referrals from CSAH 13	0
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Moderate Rehabilitation

Mod Rehab	Single Room Occupancy	20	17	3	85%	Referrals from CSAH	0
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Housing Choice (Tenant-Based Vouchers)

HCV	Housing Choice Voucher	2494	2109	385	85%	217	0
TP	Tenant Protected	96	96	0	100%	0	0
HOV	Homeownership	89	89	0	100%	Referrals from HCV	5
FUP	Family Unification Program	25	24	1	96%	Referrals from DFCS	0
EHV	Emergency Housing	49	47	2	96%	Referrals from CSAH 2	1
VASH	Veterans Affairs Supportive Housing	137	126	11	92%	Referrals from VA 18	6
Total		2890	2491	399	86%		

Project-Based Vouchers

PBV	Rose of Sharon	100	100	0	99%	46	12
PBV	Veranda	89	83	6	93%	199	1
PBV	Sustainable Fellwood I	6	6	0	100%	Referrals from Property	0
PBV	Sustainable Fellwood II	32	31	1	97%	Referrals from Property 119	2
PBV	Sustainable Fellwood III	44	34	10	77%	Referrals from Property	0
Total		271	254	17	94%		

Resident Assistance Demonstration Project-Based Vouchers

RAD	Sustainable Fellwood I	40	38	2	95%	Referrals from Property	2
RAD	Sustainable Fellwood II	40	34	6	85%	Referrals from Property	4
RAD	Sustainable Fellwood III	20	11	9	55%	Referrals from Property	0
RAD	Ashley Midtown I	67	61	6	91%	Referrals from Property 2	0
RAD	SCB Kayton	163	111	52	68%	911	22
Total		330	255	75	77%		

## 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 is expected to be completed by early 2026.**

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 from 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 those 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**, therefore HAS and Paces are currently working on materials for a successful submission.

## **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			Current Expended		
				Obligation 03/25/2025	% Obligated	Change	03/25/2025	% Expended	Change
2017	8/15/2024	8/31/2025	\$ 2,470,006	\$ 2,470,006	100%	0.00%	\$ 2,453,715	99%	1%
2018	5/28/2025	8/31/2026	\$ 3,702,214	\$ 1,737,971	47%	53.06%	\$ 1,737,971	47%	53%
2019	4/15/2023	4/15/2025	\$ 2,901,215	\$ 2,719,844	94%	6.25%	\$ 2,703,082	93%	7%
2020	3/25/2024	3/25/2026	\$ 2,967,451	\$ 2,967,451	100%	0.00%	\$ 1,961,341	66%	34%
2022	5/11/2024	5/11/2026	\$ 2,770,794	\$ 2,770,794	100%	0.00%	\$ 1,274,596	46%	54%
2023	2/16/2025	2/16/2027	\$ 2,803,458	\$ 2,587,167	92%	7.72%	\$ 1,176,261	42%	58%
2024	5/5/2026	5/5/2028	\$ 2,916,273	\$ -	0%	100.00%	\$ -	0%	100%
<b>Totals</b>			\$ 20,531,411	\$ 15,253,233	74%	25.71%	\$ 11,306,966	55%	45%

Table 1: Active Capital Fund Grants

Obligation of 2018, 2023, and 2024 grants is expected by the deadline in association with upcoming solicitations for accessibility improvements, breezeway repairs, installation of new security cameras, and other improvements to the public housing portfolio.

These are ongoing modernization projects at HAS public housing properties:

Capital Improvement Project	Scope	Contract Amount (inclusive of change orders)	Contract Execution	Estimated Completion
<b>Stillwell Towers Elevator Modernization</b>	Replacement of all existing elevator equipment with new energy-efficient mechanical, electrical, and technological systems	\$ 1,519,483	August 2022	March 2025 (Elevators are completed. An upcoming change order is expected for installation of cables for security cameras)
<b>Frazier MEP II</b>	Replacement of main service breakers and meter packs	\$ 593,565	Change order approval January 2025	April 2025 (delay due to supply shortage and design changes)
<b>Frazier and Single-Family Homes Windows and Screen Doors</b>	Replacement of windows and screen doors	\$5,121,319	February 2024	February 2025

Table 2: Capital Improvement Projects

### **FRAZIER HOMES: MODERNIZATION EFFORTS**

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. The Housing Authority 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 started in January 2025 including the replacement of external meter packs in all residential buildings. Change orders added to the original contract have raised the project cost to approximately \$4.7 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 breezeway improvements is expected to be executed by December 2026.**

## ***ACCESSIBILITY IMPROVEMENTS***

In August of 2023, HAS executed a contract with Bureau Veritas, an Architecture and Engineering consultant specialized in regulations under the Americans with Disabilities Act (ADA), for production of an ADA Transition Plan aiming to identify and remove barriers to accessibility, currently present at HAS properties and programs. Bureau Veritas has successfully completed the accessibility inspection of HAS properties, public surveys, and meetings with HAS staff and stakeholders. A public hearing was held on **November 6, 2024**, for presentation of a Draft Transition Plan, which gave residents, staff, and a total of fourteen important advocacy groups an opportunity to review the Plan and provide comments and suggestions. A [Final ADA Transition Plan](#) was made publicly available on March 24, 2025, and will remain available for **public review until April 25, 2025**, through the HAS website, and physically at the HAS Neighborhood Resource Center. The Plan provides HAS a roadmap for ensuring compliance with ADA standards in the most economical way. An Invitation for Bids (IFB) is expected to be issued in April 2025 for selection of a contractor that will correct Accessibility issues at Stillwell Towers, Patterson Terrace, and Single Family Homes, as the initial Phase of HAS Accessibility Improvement project.

## ***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 serving as the main funding source for this renovation. **The deal successfully closed on January 29, 2025**, and rehabilitation is underway.

### 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. Monthly Community Meeting are being held with Yamacraw Village residents for addressing upcoming inspections, resident services programs, and HAS's repositioning plans. The last meeting was held at Union Missions' Parker House on March 27, 2025.

#### 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.

	<b>Bond Inducement Date</b>	<b>Bond Issuance Date</b>	<b>Deal type</b>	<b>Total n° of income-restricted units</b>	<b>Total HAS Bond amount</b>
<b>Woodlands at Montgomery</b>	October 2016	September 2017	New construction	246	\$28.5 mi
<b>Waters at Gateway</b>	April 2018	November 2017	New construction	270	\$23 mi
<b>Westlake Apartments</b>	February 2019	December 2018	Renovation	100	\$21.5 mi
<b>Paradises Forest, Moultrie, and Carrollton</b>	November 2019	February 2020	Renovation	206	\$29.3 mi
<b>SNAP</b>	June 2019	April 2020	Renovation	233	\$56 mi
<b>Ogeechee Place</b>	March 2020	March 2021	New construction	204	\$22 mi
<b>Savannah Summit</b>	February 2020	March 2021	Renovation	138	\$17.5 mi
<b>Pines at Garden City</b>	September 2023	September 2024	Renovation	94	\$14.9 mi

Table 3: Outstanding Bonds

## Consent Agenda Item (F)

### FINANCE

#### BUDGET-VS-ACTUAL REPORT

#### *PERIOD ENDING 2/28/2025*

**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 FEBRUARY 2025**

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

- Total Revenue reflects a negative cumulative budget variance of \$ 496,180.
  - 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 \$ 357,116.

##### **COCC OVERVIEW:**

**Cumulative loss of \$ 278,731**

**Tracking over budget by \$ 139,064**

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 FEBRUARY 2025**

### **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.

#### *PH Consolidated*

- Total Revenue reflects a negative cumulative budget variance of \$ 1,627,419.
- Total Operating Expenses reflect a positive cumulative budget variance of \$ 1,076,392.

#### **PH OVERVIEW:**

**Cumulative surplus of \$ 247,023**

**Tracking over budget by \$ 551,027**

## **BUSINESS ACTIVITIES FOR YEAR TO DATE FEBRUARY 2025**

### **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 \$ 113,461.
- Total Operating Expenses reflect a positive cumulative budget variance of \$ 17,272.

#### **OVERVIEW:**

**Cumulative surplus of \$ 415,182**

**Tracking under budget by \$ 130,733**

SCB Kayton's Annual Replacement Reserve contribution still needs to be accrued as of 2/28/2025.

## **HOUSING ASSISTANCE PAYMENTS PROGRAMS FOR YEAR TO DATE FEBRUARY 2025**

### *Housing Choice Voucher Program(including SRO and SPC)*

- 1) The Administrative Section is reporting a cumulative surplus of \$ 374,805, tracking under budget by \$ 404,428.
- 2) HAP Expenses are \$ 31,831,261 year to date. The Program Section reports a cumulative loss of \$ 382,063. 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

02.28.2025

Central Office Cost Center (COCC)	Annual Budget FY 2025	Year to Date Budget	Year to Date Actual	Favorable (Unfavorable) Variance
<b>COCC Income</b>				
Total Tenant Revenue	-	-	(75)	(75)
Total Grant Revenue	560,692	513,964	-	(513,964)
Total Investment Revenue - Unrestricted	14,277	13,090	25,725	12,635
Total Investment Revenue - Restricted	-	-	-	-
Total Other Revenue	11,595	10,637	43,577	32,940
Total Property Management Fee Revenue	953,516	874,060	856,566	(17,494)
Total Bookkeeping Fee Revenue	345,348	316,569	306,458	(10,112)
Total Asset Management Fee Revenue	110,160	100,980	100,870	(110)
<b>Total Operating Income</b>	<b>1,995,588</b>	<b>1,829,300</b>	<b>1,333,120</b>	<b>(496,180)</b>
<b>Operating Expenses</b>				
<b>Administrative Expenses</b>				
Salary and Benefits	1,457,331	1,335,895	1,219,845	116,050
Information Technology, Telephone & Equip	101,689	93,214	88,428	4,786
Consultant & Contracts	35,000	32,087	9,446	22,641
Office/ Misc Admin	291,691	267,388	85,189	182,199
Legal and Audit Costs	18,922	17,347	15,137	2,210
<b>Sub-Total Administrative Expenses</b>	<b>1,904,633</b>	<b>1,745,931</b>	<b>1,418,044</b>	<b>327,887</b>
<b>Total Tenant Services</b>	-	-	-	-
<b>Total Utilities</b>	<b>45,668</b>	<b>41,866</b>	<b>58,069</b>	<b>(16,203)</b>
<b>Maintenance and Operations</b>				
Salary and Benefits	17,496	16,038	13,809	2,229
Maintenance Materials	19,000	17,413	13,769	3,644
Maintenance Contract Costs	81,070	74,316	68,328	5,988
<b>Sub-Total Maintenance Expenses</b>	<b>117,566</b>	<b>107,767</b>	<b>95,906</b>	<b>11,861</b>
<b>Total Protective Services</b>	<b>2,600</b>	<b>2,387</b>	-	<b>2,387</b>
<b>Total Insurance Premiums</b>	<b>74,490</b>	<b>68,266</b>	<b>39,831</b>	<b>28,435</b>
<b>Total General Expenses</b>	<b>3,000</b>	<b>2,750</b>	-	<b>2,750</b>
<b>Total Interest Expense</b>	-	-	-	-
<b>Total Housing Assistance Payments</b>	-	-	-	-
<b>Total Routine Operating Expenses</b>	<b>2,147,957</b>	<b>1,968,967</b>	<b>1,611,851</b>	<b>357,116</b>
<b>Cash Flow (Deficit) from Operations</b>	<b>(152,369)</b>	<b>(139,667)</b>	<b>(278,731)</b>	<b>(139,064)</b>

<b>Consolidated Public Housing</b>	<b>Annual Budget FY 2025</b>	<b>Year to Date Budget</b>	<b>Year to Date Actual</b>	<b>Favorable (Unfavorable) Variance</b>
<b><u>Operating Income</u></b>				
Total Tenant Revenue	1,815,575	1,664,300	1,808,953	144,653
Total Grant Revenue	6,932,097	6,354,436	4,844,408	(1,510,028)
Total Investment Revenue - Unrestricted	358,818	328,922	66,525	(262,397)
Total Investment Revenue - Restricted	-	-	-	-
Total Other Revenue	236,539	216,821	217,174	353
Total Property Management Fee Revenue	-	-	-	-
Total Bookkeeping Fee Revenue	-	-	-	-
Total Asset Management Fee Revenue	-	-	-	-
<b>Total Operating Income</b>	<b>9,343,029</b>	<b>8,564,479</b>	<b>6,937,060</b>	<b>(1,627,419)</b>
<b><u>Operating Expenses</u></b>				
<b><u>Administrative Expenses</u></b>				
Salary and Benefits	1,565,006	1,434,565	1,071,340	363,225
Property Management Fees	505,944	463,782	454,074	9,708
Information Technology, Telephone & Equip	177,578	162,778	189,128	(26,350)
Consultant & Contracts	65,965	60,467	26,955	33,512
Office/ Misc Admin	189,542	173,756	150,442	23,314
Legal and Audit Costs	75,252	68,981	60,403	8,578
<b>Sub-Total Administrative Expenses</b>	<b>2,579,287</b>	<b>2,364,329</b>	<b>1,952,341</b>	<b>411,989</b>
<b>Total Tenant Services</b>	<b>255,429</b>	<b>234,168</b>	<b>162,422</b>	<b>71,746</b>
<b>Total Utilities</b>	<b>715,331</b>	<b>655,710</b>	<b>714,109</b>	<b>(58,399)</b>
<b><u>Maintenance and Operations</u></b>				
Salary and Benefits	1,377,710	1,262,910	955,830	307,080
Maintenance Materials	1,092,694	1,001,660	327,927	673,733
Maintenance Contract Costs	1,692,799	1,551,737	1,628,721	(76,984)
<b>Sub-Total Maintenance Expenses</b>	<b>4,163,203</b>	<b>3,816,307</b>	<b>2,912,478</b>	<b>903,829</b>
<b>Total Protective Services</b>	<b>93,933</b>	<b>86,097</b>	<b>147,720</b>	<b>(61,623)</b>
<b>Total Insurance Premiums</b>	<b>457,748</b>	<b>419,617</b>	<b>470,742</b>	<b>(51,125)</b>
<b>Total General Expenses</b>	<b>207,492</b>	<b>190,201</b>	<b>165,159</b>	<b>25,042</b>
<b>Total Interest Expense</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Housing Assistance Payments</b>	<b>-</b>	<b>-</b>	<b>165,066</b>	<b>(165,066)</b>
<b>Total Routine Operating Expenses</b>	<b>8,472,423</b>	<b>7,766,429</b>	<b>6,690,037</b>	<b>1,076,392</b>
<b>Cash Flow (Deficit) from Operations</b>	<b>870,606</b>	<b>798,050</b>	<b>247,023</b>	<b>(551,027)</b>

<b>Business Activities</b>	<b>Annual Budget FY 2025</b>	<b>Year to Date Budget</b>	<b>Year to Date Actual</b>	<b>Favorable (Unfavorable) Variance</b>
<b><u>Business Activities Income</u></b>				
Total Tenant Revenue	1,261,307	1,156,199	1,053,003	(103,196)
Total Grant Revenue	-	-	-	-
Total Investment Revenue - Unrestricted	408,667	374,616	376,588	1,972
Total Investment Revenue - Restricted	-	-	-	-
Total Other Revenue	938,690	860,464	976,077	115,613
Total Property Management Fee Revenue	191,164	175,230	213,559	38,329
Total Bookkeeping Fee Revenue	-	-	-	-
Total Asset Management Fee Revenue	124,058	113,718	174,461	60,743
<b>Total Operating Income</b>	<b>2,923,886</b>	<b>2,680,227</b>	<b>2,793,688</b>	<b>113,461</b>
<b><u>Operating Expenses</u></b>				
<b><u>Administrative Expenses</u></b>				
Salary and Benefits	1,334,940	1,223,684	959,363	264,321
Property Management Fees	75,678	69,377	61,331	8,046
Information Technology, Telephone & Equip	40,996	37,587	64,952	(27,365)
Consultant & Contracts	50,808	46,585	102,602	(56,017)
Office/ Misc Admin	43,165	39,578	99,159	(59,581)
Legal and Audit Costs	47,888	43,901	31,938	11,963
<b>Sub-Total Administrative Expenses</b>	<b>1,593,475</b>	<b>1,460,712</b>	<b>1,319,345</b>	<b>141,367</b>
<b>Total Tenant Services</b>	<b>14,563</b>	<b>13,343</b>	<b>19,677</b>	<b>(6,334)</b>
<b>Total Utilities</b>	<b>180,391</b>	<b>165,352</b>	<b>195,294</b>	<b>(29,942)</b>
<b><u>Maintenance and Operations</u></b>				
Salary and Benefits	188,357	172,667	151,939	20,728
Maintenance Materials	164,498	150,799	132,754	18,045
Maintenance Contract Costs	274,682	251,801	411,864	(160,063)
<b>Sub-Total Maintenance Expenses</b>	<b>627,537</b>	<b>575,267</b>	<b>696,557</b>	<b>(121,290)</b>
<b>Total Protective Services</b>	<b>1,789</b>	<b>1,639</b>	<b>294</b>	<b>1,345</b>
<b>Total Insurance Premiums</b>	<b>118,174</b>	<b>108,306</b>	<b>122,372</b>	<b>(14,066)</b>
<b>Total General Expenses</b>	<b>77,630</b>	<b>71,159</b>	<b>26,990</b>	<b>44,169</b>
<b>Total Interest Expense</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Housing Assistance Payments</b>	<b>-</b>	<b>-</b>	<b>(2,022)</b>	<b>2,022</b>
<b>Total Routine Operating Expenses</b>	<b>2,613,559</b>	<b>2,395,778</b>	<b>2,378,506</b>	<b>17,272</b>
<b>Cash Flow (Deficit) from Operations</b>	<b>310,327</b>	<b>284,449</b>	<b>415,182</b>	<b>130,733</b>

<b>Housing Choice Voucher Program (HCVP)</b>	<b>Annual Budget FY 2025</b>		<b>Year to Date Budget</b>	<b>Year to Date Actual</b>	<b>Favorable (Unfavorable) Variance</b>
<b>Administrative</b>					
<b><u>HCV Admin Income</u></b>					
HUD Operating Grant: FSS Coordinator Receipts	186,149		170,632	153,500	(17,132)
HUD Operating Subsidies	2,829,264		2,593,481	2,785,945	192,464
Homeownership Admin Fee Income	1,400		1,287	10,200	8,913
Investment Revenue - Unrestricted	138,363		126,830	91,285	(35,545)
Fraud - Admin	2,500		2,288	39,866	37,578
Misc Income Account	8,528		7,821	8,850	1,009
<b>Total HCV Administrative Income</b>	<b>3,166,204</b>		<b>2,902,339</b>	<b>3,089,646</b>	<b>187,286</b>
<b><u>HCV Admin Expenses</u></b>					
<b>Administrative Expenses</b>					
Salary and Benefits	1,867,717		1,712,084	1,597,864	114,220
COCC Management Fees	447,572		410,278	402,492	7,786
Information Technology, Telephone & Equip	84,768		77,704	39,385	38,319
Consultant & Contracts	162,000		148,500	126,822	21,678
Office/ Misc Admin	159,949		146,652	101,546	45,106
Legal and Audit Costs	40,947		37,532	43,296	(5,764)
<b>Sub-Total Administrative Expenses</b>	<b>2,762,953</b>		<b>2,532,750</b>	<b>2,311,405</b>	<b>221,345</b>
<b>Total Tenant Services</b>	<b>-</b>		<b>-</b>	<b>5,022</b>	<b>(5,022)</b>
<b>Total Utilities</b>	<b>26,912</b>		<b>24,673</b>	<b>25,192</b>	<b>(519)</b>
<b>Total Maintenance and Operations</b>	<b>333,313</b>		<b>305,547</b>	<b>287,718</b>	<b>17,829</b>
<b>Total Protective Services</b>	<b>3,036</b>		<b>2,794</b>	<b>-</b>	<b>2,794</b>
<b>Total Insurance Premiums</b>	<b>72,212</b>		<b>66,198</b>	<b>84,883</b>	<b>(18,685)</b>
<b>Total General Expenses</b>	<b>-</b>		<b>-</b>	<b>620</b>	<b>(620)</b>
<b>Total Interest Expense</b>	<b>-</b>		<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Routine Operating Expenses</b>	<b>3,198,426</b>		<b>2,931,962</b>	<b>2,714,841</b>	<b>217,121</b>
<b>Cash Flow (Deficit) from Operations</b>	<b>(32,222)</b>		<b>(29,623)</b>	<b>374,805</b>	<b>404,428</b>

<b>Housing Choice Voucher Program (HCVP) Housing Assistance Payments</b>	<b>Annual Budget FY 2025</b>		<b>Year to Date Budget</b>	<b>Year to Date Actual</b>	<b>Favorable (Unfavorable) Variance</b>
<b><u>HCVP HAP Income</u></b>					
HUD Operating Subsidies	34,712,281		31,819,590	33,304,718	1,485,128
Fraud-HAP	2,500		2,288	38,544	36,256
FSS Forfeiture Income	10,167		9,317	180	(9,137)
Investment Income - Restricted	75		66	-	(66)
<b>Total HCVP HAP Income</b>	<b>34,725,023</b>		<b>31,831,261</b>	<b>33,343,442</b>	<b>1,512,181</b>
<b><u>HAP Expenses</u></b>					
Housing Assistance Payments	34,725,023		31,831,261	33,725,505	(1,894,233)
<b>Total Routine Operating Expenses</b>	<b>34,725,023</b>		<b>31,831,261</b>	<b>33,725,505</b>	<b>(1,894,233)</b>
<b>Cash Flow (Deficit) from Operations</b>	<b>-</b>		<b>-</b>	<b>(382,063)</b>	<b>(382,063)</b>



## **Agenda Item No. 2 – *Old Business***

### **YAMACRAW VILLAGE**

### **DEMOLITION AND DISPOSITION APPLICATION**

#### **RECOMMENDED ACTION:**

Adopt a Resolution authorizing the Housing Authority of Savannah to submit an application to the U. S. Department of Housing and Urban Development (HUD) requesting the demolition and disposition of Yamacraw Village.

#### **BACKGROUND:**

In 2019, the Housing Authority of Savannah (HAS) conducted a complete Capital Needs Assessment (CNA) that identified immediate and future physical work necessary to maintain its public housing properties under decent, safe, and sanitary conditions. An in-depth analysis of the CNA results was performed by HAS, and results were communicated to the Board of Commissioners through a series of Workshops (Part A in December 2019, Part B in February 2020, and Part C in May 2020). The examination of results during the workshops culminated in a Repositioning Plan based on tools that have been made available by HUD allowing public housing authorities to:

- (1) convert public housing properties to Section 8, such as the Rental Assistance Demonstration program (RAD),
- (2) to sell public housing units to low-income households that are first-time homebuyers, such as the Section 32 program, and
- (3) to dispose or demolish public housing properties that are considered obsolete by physical condition, location, or other factors (HUD Section 18).

Under Section 18 of the Housing Act of 1937, public housing authorities are authorized to demolish public housing units in which rehabilitation costs are higher than 57.14% of the total development cost of new units of similar architecture (a threshold of 62.5% for elevator structures). Although HAS's goal is to preserve as many hard units as feasible and improve their physical condition, demolition will be considered whenever rehabilitation of a property would not be cost-effective. As presented by the 2019 CNA and confirmed by a cost analysis in a new CNA conducted in 2023, Yamacraw's rehabilitation needs meet the eligibility criteria for demolition. Therefore, following Section 18 regulations, the Housing Authority has prepared an application to be submitted to HUD's Special Applications Center (SAC).

On March 8, 2022, the Board of Commissioners adopted a resolution offering its support and approving the submission of the Yamacraw Village demolition/disposition application. HUD has since provided guidance that due to the extenuating circumstances surrounding the preparation of the application that has delayed its submission, it would be advisable for the Board of Commissioners to ratify its prior support of the application.

## **ANALYSIS:**

Section 18 application requirements include submission of several documents to SAC, including but not limited to appraisal, local government support, record of resident consultation, justification for demolition with cost test, capital needs assessment, relocation plan, method of disposition narrative, and environmental review certification.

The Housing Authority has taken all steps necessary to prepare a complete application to HUD, which includes and is not limited to:

- Demolition justification based on physical obsolescence, supported by cost test;
- Evidence of resident consultation (meeting invitation, sign-in sheets, Frequently Asked Questions sheet, etc.);
- Relocation narrative based on Section 18 regulations authorizing relocation of residents to comparable housing through
  - (1) the issuance of Tenant-Protection Vouchers (TPVs) for units occupied within 24 months of HUD approval,
  - (2) other public housing units managed by HAS or,
  - (3) units receiving project-based vouchers;
- A letter of support from the Mayor of the City of Savannah;
- A narrative describing expected methods of disposition to be
  - (1) a potential land exchange with the City of Savannah for 5.25 acres, in support of the City's flooding mitigation project for the area requiring expansion of the Springfield Canal and installation of additional pumping stations, and
  - (2) a long-term ground lease for 17.45 acres with a Master Developer Partner for construction of a new mixed income / mixed-use development.

HUD's Authorization to Use Grant Funds (Form 7015.16) is part of the application; however, it is not yet available. The Form confirms HUD's review of Environmental Review Records (ERR) and serves as a funding agreement between HUD and the Authority. This spring, HAS expects HUD to receive the ERR for this project from the City of Savannah along with a Request to Release Funds. The ERR will contain information on Historic Review and measures to be undertaken by HAS to minimize the impact on Yamacraw's history.

## **NEXT STEPS:**

The Section 18 application is expected to be submitted to HUD once HAS receives HUD's Authorization to Use Grant Funds, as mentioned above. By May 2025, HAS plans to issue a Request for Qualifications (RFQ) for selecting a Master Developer that will join HAS in the creation of a comprehensive and vibrant redevelopment plan for the area.

## **LEGAL CONSIDERATIONS:**

The following Resolution was reviewed and approved by HAS legal counsel.

### **BOARD CONSIDERATION AND ACTION:**

**The staff recommendation is** to adopt Board Resolution 04-25-01 authorizing the submission of a request for demolition and disposition of Yamacraw Village to HUD's Special Application Center.



**RESOLUTION NO. 04-25-01**

**RESOLUTION OF THE HOUSING AUTHORITY OF SAVANNAH APPROVING THE SUBMISSION OF  
SECTION 18 DEMOLITION/DISPOSITION FOR YAMACRAW VILLAGE**

**WHEREAS**, in 2019 and 2023 the Housing Authority of Savannah (“Authority”) conducted Capital Needs Assessments (“CNAs”) of all five public housing properties in its portfolio. The CNAs identified immediate and future physical work necessary to maintain the properties over a period of twenty years. The CNA results were analyzed by the Authority and presented to the Board of Commissioners in three Workshop sessions held between December 2019 and May 2020; and

**WHEREAS**, on June 9, 2020, the Board of Commissioners adopted a Resolution authorizing the Authority to take all actions necessary to advance the Public Housing Repositioning Plan (“Plan”), which included the demolition of Yamacraw Village due to physical obsolescence, as authorized by Section 18 of the Housing Act of 1937; and

**WHEREAS**, on March 8, 2022, the Board of Commissioners adopted a Resolution authorizing the Authority to submit a Section 18 Demolition/Disposition application for Yamacraw Village; and

**WHEREAS**, the Authority has prepared a Demolition and Disposition application to be submitted to the United States Department of Housing and Urban Development (“HUD”) aiming to receive authorization to relocate residents, demolish physical structures, and dispose the site through a combination of land exchange and long-term ground lease;

**WHEREAS**, the City of Savannah acting as the Responsible Entity for Environmental Reviews under Part 58 of Title 24 of the Code of Federal Regulations, has conducted a Historic Review under regulations of Section 106 of the National Historic Preservation Act of 1966 (NHPA), with conclusions regarding the project’s effect on history used in the development of a Memorandum of Agreement approved by the State Historic Preservation Office on March 10, 2025;

**NOW THEREFORE, IT IS HEREBY RESOLVED** that based on guidance by the U.S. Department of Housing and Urban Development, the Board of Commissioners ratifies its prior support of the request to demolish the public housing units in Yamacraw Village with its accompanying plans for relocation and disposition; and

**IT IS FURTHER RESOLVED**, that the Executive Director is authorized to execute all documents necessary and provide certifications and submit the same to HUD’s Special Applications Center for approval, a request to demolish 315 dwelling units and 1 non-dwelling building of the Yamacraw Village property (HUD project number GA00200006) and to dispose of its 22.75 acres.

**ADOPTED** by the Board of Commissioners this 10<sup>th</sup> day of April, 2025.

HOUSING AUTHORITY OF SAVANNAH

By: \_\_\_\_\_  
Dr. M. Ann Levett, Chairwoman

ATTEST:

\_\_\_\_\_  
Evette Hester, Secretary



## Agenda Item No. 3 – *New Business*

### CONTRACT FOR REAL ESTATE DEVELOPMENT CONSULTANT

#### **RECOMMENDED ACTION:**

Adopt resolution to award contract for Real Estate Development Consultant

#### **BACKGROUND:**

The Housing Authority of Savannah requested proposals from real estate development consultant firms on June 26, 2024, through the Housing Agency Marketplace e-Procurement system. Firms are expected to be experienced in real estate development and financing. This experience will assist HAS in the provision of on-call support and advisory services related to real estate development, from single-building projects and small sites to large, complex mixed-use urban developments, and real estate portfolio analysis. These services will be required in connection with development activities undertaken by the Agency that include, but are not limited to, the repositioning of public housing sites, acquisitions and disposition of properties, mixed-finance transactions, and bond financing.

Notices were published in the *Savannah Morning News*, *The Savannah Tribune*, PHADA, and the HAS website.

#### **ANALYSIS:**

One Thousand, eight hundred and sixty-five (1865) vendors across the country were notified through the e-Procurement system. Forty-six (46) vendors opened and reviewed the solicitation documents. Six (6) submissions were received, three (3) were considered responsive and responsible.

A three-person Evaluation Committee reviewed and scored all responsive and responsible submissions. The results of the Evaluation Committee identify EJP Consulting Group, LLC.- Washington, DC as the highest ranked respondent.

#### **FINANCIAL CONSIDERATIONS:**

Funds for services will be provided from specific programs and property resources.

**BOARD CONSIDERATION AND ACTION:** The staff recommends that the Board of Commissioners authorize the Executive Director to negotiate and award a contract with, EPJ Consulting Group, LLC. Should negotiations and award to EJP Consulting Group be unsuccessful the Board of Commissioners also authorizes the Executive Director to proceed to the next highest ranked proposers until successful. Board Resolution 04-25-02 follows for adoption.

**RESOLUTION NO. 04-25-02**

**RESOLUTION OF THE HOUSING AUTHORITY OF SAVANNAH BOARD OF COMMISSIONERS  
AUTHORIZING THE AWARD OF CONTRACT FOR REAL ESTATE DEVELOPMENT CONSULTANT**

**WHEREAS**, the Housing Authority of Savannah (HAS) requires the services of a qualified real estate development consultant firm experienced in real estate development and financing; and

**WHEREAS**, HAS published a Request for Proposals (RFP) on June 26, 2024; and

**WHEREAS**, HAS received three responsive submissions to the RFP; and

**WHEREAS**, EPJ Consulting Group, LLC was deemed the highest ranked proposer by the Evaluation Committee for the desired services;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Commissioners of HAS hereby awards the contract to EPJ Consulting Group, LLC; and

**BE IT FURTHER RESOLVED** that the Executive Director has the power to execute a contract with the next lowest proposer should negotiations and contract award with EPJ Consulting Group, LLC be unsuccessful;

**ADOPTED** by the Board of Commissioners this 10<sup>th</sup> day of April, 2025.

HOUSING AUTHORITY OF SAVANNAH

By: \_\_\_\_\_  
Dr. M. Ann Levett, Chairwoman

ATTEST:

\_\_\_\_\_  
Evette Hester, Secretary