

POSTPONED REGULAR MEETING
OF THE BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF SAVANNAH
January 16, 2024

The Board of Commissioners of the Housing Authority of Savannah met in postponed 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 16, 2024. Chairman Darrel Daise called the meeting to order and upon roll call those present and absent were as follows:

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

Absent: None

Also present were Executive Director Earline Wesley Davis, Deputy Director Kenneth Clark, Director of Assisted Housing Programs Lynn Coleman, Director of Finance Robert Faircloth, Director of Human Resources Shannell Hardwick, Director of Asset Management Rafaella Nutini, Director of Property Management Phillip Taylor, Management Analyst Tammy Brawner, Procurement Manager Carl Edwards, and Homeownership Specialist DaShawna Kea. Attorney Dana Braun of Ellis, Painter, Ratterree, & Adams LLP and Flynn Snyder of WTOC were also in attendance.

The Chairman opened the meeting with a moment of silence.

APPROVAL OF CONSENT AGENDA

The Consent Agenda included the minutes of the November 14, 2023 regular meeting; Resident Services Report; and Asset and Property Management Report. Commissioner Gresham made a motion to approve the consent agenda. Commissioner Holland seconded the motion and it passed unanimously.

DISCUSSION OF YAMACRAW VILLAGE SECTION 18 DEMOLITION/DISPOSITION APPLICATION STATUS

Director of Asset Management Rafaella Nutini provided an update to the Commissioners on the status of the pending Section 18 demolition/disposition application for Yamacraw Village. The application is currently under a Section 106 historical review process with the City of Savannah that must be completed prior to submission to the HUD Special Applications Center.

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. Brawner stated that a public hearing was held on January 8, 2024 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 Gresham moved to adopt Board Resolution 01-24-01 to approve the Housing Authority of Savannah’s FY 2024 Annual Plan and to authorize execution of the *PHA Certifications of Compliance with the PHA Plans and Related Regulations* (Form HUD-50077) by the Chairman and Executive Director. Commissioner Holland seconded the motion, which passed unanimously. The resolution immediately follows these minutes.

ADOPTION OF CAPITAL FUND PROGRAM FIVE-YEAR ACTION PLAN

At its October 10, 2023 meeting, a workshop was held for the Board of Commissioners regarding the proposed draft of the Capital Fund Program Five-Year Action Plan. Ms. Nutini went over highlights of that workshop and stated that the plan was prepared based upon a twenty-year Capital Needs Analysis and resident input.

A public hearing was held on January 8, 2024 after a forty-five public review period and no comments were received. Commissioner Levett made a motion, seconded by Commissioner Gresham, to adopt Board Resolution 01-24-02, adopting and authorizing

submission to HUD of the Capital Fund Program Five Year Action Plan. The motion passed unanimously; the resolution follows these minutes.

ADOPTION OF CONTRACT AMENDMENT FOR MID ATLANTIC RENOVATIONS

Ms. Nutini addressed the Commissioners regarding an ongoing contract with Mid Atlantic Renovations, Inc. (Mid Atlantic) for replacement and upgrade of electrical components and HVAC units in the Simon Frazier Homes neighborhood.

Following recommendations from Georgia Power, on December 4, 2023, Mid Atlantic submitted to HAS a proposal for replacement of service breakers and meter packs, which are expected to be more compatible with new electrical components being installed in the units. The new change in scope would result in a total contract amount of \$4,424,727.

After some discussion regarding this change order request, Commissioner Peavey-Guzman made a motion, seconded by Commissioner Levett, to adopt Board Resolution No. 01-24-03, approving an amendment to the current Mid Atlantic contract, thereby approving the request. The motion passed unanimously; the resolution follows these minutes.

ADOPTION OF CONTRACT AWARD FOR EXTERIOR WINDOWS AND DOORS UPGRADES

Procurement Manager Carl Edwards notified the Board that the Housing Authority of Savannah requires the services of a qualified licensed and bonded contractor to provide and install exterior windows and security screens. This project consists of the complete replacement of windows and installation of security window/door screens within apartment units at Frazier Homes and Single-Family Homes. An Invitation for Bids (IFB) was published on October 13, 2023.

Three submissions were received by the deadline on Monday, December 18, 2023 at 3:00 pm. The responsive bids are as follows:

Gibraltar Construction, Inc.	\$4,900,000.00
Mid Atlantic Renovation, Inc.	\$6,260,544.81
Beers Housing, Inc.	\$7,443,252.00

Mr. Edwards stated that all three bids were within the initial cost estimate for the project. All project costs qualify as capital expenditures and will be funded by HUD Capital Fund grants. Commissioner Gresham made a motion, seconded by Commissioner Holland, to adopt Board Resolution 01-24-04, thereby awarding the contract to the low bidder. The resolution follows the minutes.

EXECUTIVE DIRECTOR'S REPORT

Ms. Davis provided a report to the Commissioners.

There being no further business, the Chairman adjourned the meeting at 1:08 p.m.


Assistant Secretary

ATTEST:


Chairman

Approval Date: February 13, 2024

RESOLUTION NO. 01-24-01

**RESOLUTION OF THE HOUSING AUTHORITY OF SAVANNAH BOARD OF COMMISSIONERS
ADOPTING THE FY 2024 ANNUAL PLAN**

WHEREAS, the Housing Authority of Savannah (HAS) must submit to the U.S. Department of Housing and Urban Development, its Annual Plan (Form HUD-50075-ST) for the fiscal period of 04/01/2024 through 03/31/2025 on or before January 17, 2024; and

WHEREAS, HAS held a series of Resident Advisory Board meetings regarding the plan during October 2023 and November 2023; and

WHEREAS, a duly noticed Public Hearing was held on January 8, 2024 to receive input from the community regarding this plan; and

WHEREAS, the submission of the HAS Annual Plan requires the approval and authorization of the Housing Authority of Savannah Board of Commissioners;

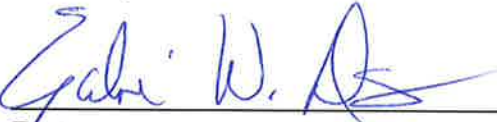
NOW THEREFORE, IT IS HEREBY RESOLVED that the Board of Commissioners of the Housing Authority of Savannah adopts the FY 2024 HAS Annual Plan and authorizes the signatures of the Chairman and Executive Director to form HUD-50077-ST-HCV-HP, which certifies the Plan.

ADOPTED by the Board of Commissioners this 16th day of January, 2024.

HOUSING AUTHORITY OF SAVANNAH

By: 
Darrel Daise, Chairman

ATTEST:


Earline Wesley Davis, Secretary

**Certifications of Compliance with
PHA Plan and Related Regulations
(Standard, Troubled, HCV-Only, and
High Performer PHAs)**

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 3/31/2024

**PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations
including PHA Plan Elements that Have Changed**

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairperson or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the ___ 5-Year and/or X Annual PHA Plan, hereinafter referred to as "the Plan", of which this document is a part, and make the following certification and agreements with the Department of Housing and Urban Development (HUD) for the PHA fiscal year beginning 2024, in connection with the submission of the Plan and implementation thereof:

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located (24 CFR § 91.2).
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments (AI) to Fair Housing Choice, or Assessment of Fair Housing (AFH) when applicable, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan (24 CFR §§ 91.2, 91.225, 91.325, and 91.425).
3. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Resident Advisory Board or Boards in developing the Plan, including any changes or revisions to the policies and programs identified in the Plan before they were implemented, and considered the recommendations of the RAB (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
4. The PHA provides assurance as part of this certification that:
 - (i) The Resident Advisory Board had an opportunity to review and comment on the changes to the policies and programs before implementation by the PHA;
 - (ii) The changes were duly approved by the PHA Board of Directors (or similar governing body); and
 - (iii) The revised policies and programs are available for review and inspection, at the principal office of the PHA during normal business hours.
5. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
6. The PHA certifies that it will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d-2000d-4), the Fair Housing Act (42 U.S.C. 3601-19), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), title II of the Americans with Disabilities Act (42 U.S.C. 12101 et seq.), and other applicable civil rights requirements and that it will affirmatively further fair housing in the administration of the program. In addition, if it administers a Housing Choice Voucher Program, the PHA certifies that it will administer the program in conformity with the Fair Housing Act, title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, title II of the Americans with Disabilities Act, and other applicable civil rights requirements, and that it will affirmatively further fair housing in the administration of the program.
7. The PHA will affirmatively further fair housing, which means that it will take meaningful actions to further the goals identified in the Assessment of Fair Housing (AFH) conducted in accordance with the requirements of 24 CFR § 5.150 through 5.180, that it will take no action that is materially inconsistent with its obligation to affirmatively further fair housing, and that it will address fair housing issues and contributing factors in its programs, in accordance with 24 CFR § 903.7(o)(3). The PHA will fulfill the requirements at 24 CFR § 903.7(o) and 24 CFR § 903.15(d). Until such time as the PHA is required to submit an AFH, the PHA will fulfill the requirements at 24 CFR § 903.7(o) promulgated prior to August 17, 2015, which means that it examines its programs or proposed programs; identifies any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement; and maintains records reflecting these analyses and actions.
8. For PHA Plans that include a policy for site-based waiting lists:
 - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2011-65);

- The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
 - Adoption of a site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
 - The PHA shall take reasonable measures to assure that such a waiting list is consistent with affirmatively furthering fair housing; and
 - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR 903.7(o)(1).
9. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
 10. In accordance with 24 CFR § 5.105(a)(2), HUD's Equal Access Rule, the PHA will not make a determination of eligibility for housing based on sexual orientation, gender identify, or marital status and will make no inquiries concerning the gender identification or sexual orientation of an applicant for or occupant of HUD-assisted housing.
 11. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
 12. The PHA will comply with the requirements of Section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
 13. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
 14. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
 15. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
 16. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
 17. The PHA will keep records in accordance with 2 CFR 200.333 and facilitate an effective audit to determine compliance with program requirements.
 18. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
 19. The PHA will comply with the policies, guidelines, and requirements of 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Financial Assistance, including but not limited to submitting the assurances required under 24 CFR §§ 1.5, 3.115, 8.50, and 107.25 by submitting an SF-424, including the required assurances in SF-424B or D, as applicable.
 20. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
 21. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
 22. The PHA certifies that it is in compliance with applicable Federal statutory and regulatory requirements, including the Declaration of Trust(s).



HOUSING AUTHORITY OF SAVANNAH
PHA Name

GA002
PHA Number/HA Code

X Annual PHA Plan for Fiscal Year 2024

 5-Year PHA Plan for Fiscal Years 20 - 20

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802).

Name of Executive Director		Name Board Chairman	
Earline Wesley Davis	01/16/2024	Darrel Daise	01/16/2024
Signature 	Date	Signature 	Date

The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality. This information is collected to ensure compliance with PHA Plan, Civil Rights, and related laws and regulations including PHA plan elements that have changed.

Public reporting burden for this information collection is estimated to average 0.16 hours per year per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

RESOLUTION NO. 01-24-02

**RESOLUTION OF THE HOUSING AUTHORITY OF SAVANNAH BOARD OF COMMISSIONERS
ADOPTING THE FY 2024 CAPITAL FUND PROGRAM FIVE-YEAR ACTION PLAN**

WHEREAS, the Housing Authority of Savannah (HAS) must submit to the U.S. Department of Housing and Urban Development, its FY 2024 Capital Fund Program Five-Year Action Plan; and

WHEREAS, HAS held a series of resident forums in all public housing neighborhoods in July 2023 and August 2023; and

WHEREAS, HAS held Resident Advisory Board meetings regarding the plan from June 2023 through September 2023; and

WHEREAS, the submission of the Form HUD-50075.2 requires the approval and authorization of the Housing Authority of Savannah Board of Commissioners; and

WHEREAS, the above form must be submitted electronically through HUD's EPIC system; and


NOW THEREFORE, IT IS HEREBY RESOLVED that the Board of Commissioners of the Housing Authority of Savannah adopts the FY 2024 Capital Fund Program Five-Year Action Plan and authorizes the electronic submission of the Form-HUD-50075.2 to HUD's EPIC system.

ADOPTED by the Board of Commissioners this 16th day of January, 2024.

HOUSING AUTHORITY OF SAVANNAH

By: 
Darrel Daise, Chairman

ATTEST:


Earline Wesley Davis, Secretary

RESOLUTION NO. 01-24-03

RESOLUTION OF THE HOUSING AUTHORITY OF SAVANNAH BOARD OF COMMISSIONERS APPROVING CONTRACT AMENDMENT FOR MID ATLANTIC RENOVATIONS, INC.

WHEREAS, Simon Frazier Homes (HUD ID GA002000002) is a conventional public housing property with 236 units owned and operated by the Housing Authority of Savannah;

WHEREAS, on February 13, 2023, the Board of Commissioners of the Housing Authority awarded a contract to Mid Atlantic Renovation, Inc. ("Contract") for replacement of electrical components and heating, ventilation, and air conditioning units ("HVAC") in Simon Frazier Homes.

WHEREAS, with the purpose of improving maintenance efficiency, the Contract suffered an Amendment in May 2023 for relocation of HVAC units from attics to closets located in units' hallways;

WHEREAS, new Amendments have been proposed by Mid Atlantic Renovation, Inc., for inclusion of breakers and entire meter packs in the scope of services;

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 the proposed Amendment to contract that raises, in combination with previous change orders, the total contract amount from \$3,793,008 to \$4,424,727; and (ii) authorize and direct the Executive Director, in order to effectuate said Amendment, to execute and deliver any other consents, documents and instruments necessary or desirable in order to carry out the proposed scope.

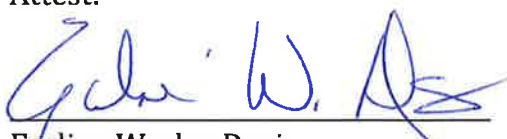
ADOPTED this 16th day of January, 2024.

Housing Authority of Savannah

By: 
Darrel Daise, Chairman

(AUTHORITY SEAL)

Attest:


Earline Wesley Davis
Secretary

RESOLUTION NO. 01-24-04

**RESOLUTION OF THE HOUSING AUTHORITY OF SAVANNAH BOARD OF COMMISSIONERS
AUTHORIZING THE AWARD OF CONTRACT FOR WINDOWS AND DOORS UPGRADES AT
SINGLE FAMILY HOMES AND SIMON FRAZIER HOMES**

WHEREAS, the Housing Authority of Savannah (HAS) requires the services of a qualified licensed and bonded contractor to provide and install exterior windows and security screens for Simon Frazier Homes and Single Family Homes; and

WHEREAS, HAS published an Invitation for Bids (IFB) on October 13, 2023; and

WHEREAS, HAS received three responsive bids in response to the IFB from Gibraltar Construction, Inc., Mid Atlantic Renovation, Inc. and Beers Housing, Inc.; and

WHEREAS, the Gibraltar Construction, Inc. was deemed to the lowest responsive and responsible bidder within the HAS's Independent Cost Estimate for the project;

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of HAS hereby awards the contract to Gibraltar Construction, Inc.; and


BE IT FURTHER RESOLVED that HAS staff has the power to execute a contract with the next lowest bidder should the Authority not be able to execute a contract with the current lowest bidder.

ADOPTED by the Board of Commissioners this 16th day of January, 2024.

HOUSING AUTHORITY OF SAVANNAH

By: 
Darrel Daise, Chairman

ATTEST:



Earline Wesley Davis, Secretary

STATE OF GEORGIA)

CHATHAM COUNTY)

I, Earline Wesley Davis, Secretary of the Housing Authority of Savannah (the "Authority"), DO HEREBY CERTIFY that the attached Resolution of the Authority constitutes a true and correct copy of said Resolution adopted on January 16th, 2024 by the Board of Commissioners of the Authority in a meeting duly called and assembled, and at which a quorum was present and acting throughout, and that the original of said Resolution appears of record in the Minute Book of the Authority, which is in my custody and control.

Given under my hand and seal of the Housing Authority, this 9th day of January, 2024.



EARLINE WESLEY DAVIS, SECRETARY
HOUSING AUTHORITY OF SAVANNAH

(S E A L)