



Housing Authority of the City of Decatur, Georgia

750 Commerce Drive • Suite 400 • Decatur, Georgia 30030
404-270-2100 • Fax 404-270-2123
TTD/TTY 1-800-545-1833 Ext 852
<http://www.decaturhousing.org>

Official Board

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Belinda Seats, Commissioner
Douglas S. Faust, Executive Director

MEMORANDUM

November 29, 2017

TO: Chair Melissa Heffner & Housing Authority Commissioners
Board of Directors of Preserving Affordable Housing, Inc.

FROM: Douglas S. Faust, Executive Director-Secretary/Treasurer, DHA
Secretary/Treasurer, Preserving Affordable Housing

SUBJECT: NOTICE OF MEETING

The joint Regular Meeting of the Board of Commissioners (“DHA”) of the Housing Authority of the City of Decatur, Georgia and the Board of Directors (“PAH”) of Preserving Affordable Housing, Inc. will be held on Wednesday, December 6, 2017 at 4:30 P.M. at the office of the Authority, 750 Commerce Drive Suite 400, Decatur, Georgia.

The Agenda will include:

1. Approval of the Minutes of the DHA and PAH Meeting of November 1, 2017 (see attached).
2. Executive Director’s Report
 - a. Housing Choice Voucher Program Report
 - b. Technical Services Department Report
 - c. Property Management Report
 - d. Finance Department Report
3. Consideration of a Resolution by DHA accepting the Authority’s Financial Statements. (see attached)
4. Consideration of a Resolution by DHA approving the Monthly DHA Credit Card Statement.
5. Consideration of a motion to approve the submission of a letter of comment related to the variance request for 511 West Trinity Place, adjacent to Trinity Walk I and II (see attached).
6. Consideration of a Resolution approving the write off of un-collectable Section 8 Fraud Receivable Accounts. (see attached).
7. Consideration of a Resolution approving the write off of tenant account receivables for Spring Pointe, Allen Wilson Phase I, Allen Wilson Phase II,

- Allen Wilson Phase III, and Trinity Walk Phase I Apartments (see attached).
8. Consideration of a Resolution to revise the HCV Utility Allowance Schedules for 2018 (see attached).
 9. Consideration of a Resolution to update Flat Rent Policies for Public Housing (see attached).
 10. Consideration of a Resolution to modify previous resolution regarding Suite 401 (see attached).
 11. Consideration of a Resolution adopting a Board Meeting Schedule for 2018 (see attached).
 12. Consideration of a Resolution adopting a DHA Employee Health Benefit Pilot Program (see attached).
 13. Consideration of a Resolution approving the 2018 budgets for:
 - a. Swanton Heights (see attached)
 - b. Spring Pointe Apartments (see attached)
 - c. Allen Wilson I, II, and III (see attached)
 - d. Trinity Walk I and II (see attached)
 14. Discussion regarding potential Board members
 15. Executive Session
 - a. Consideration of a Resolution to enter into Executive Session
 - b. Consideration of a Resolution to close the Executive Session and enter back into the Regular Meeting.
 16. Any other business to lawfully come before the Board