

1 **Housing Authority of Clayton County**
2 **Board of Commissioners Special Called Meeting**
3 **June 8, 2020**
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6 Pursuant to resolution and public notice, the Special Call Meeting of the Housing Authority of
7 Clayton County Board of Commissioners, (“HACC”) was held at the Housing Authority
8 Conference Room, 732 Main Street, Forest Park, Georgia, Monday, June 8, 2020 at
9 5:00 p.m. The following were present:

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12 **Members Present:**
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14 Michael Bryant
15 Joycelyn Lee
16 James Fambrough
17 Brenda Harrison (via phone)
18 Rose Hall
19

20 **Others Present:**
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22 Deborah Lyles
23 Kenneth Brown (via phone)
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26 Chairman Bryant called the meeting to order.
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28 Comm. Bryant made a motion to amend the agenda to include priority topics to discuss as
29 Position III. Comm. Fambrough seconded the motion and it carried unanimously.
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31 Next on the Agenda was Election of a Treasurer for the Board. Chairman Bryant made a motion
32 to elect Comm. Brenda Harrison as our new board Treasurer. Comm. Fambrough seconded the
33 motion and it carried unanimously.
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35 List of Priorities that were discussed are as follows:
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- 37 1. Legal issues with our former E.D. Those things are being worked out on a daily basis.
38 Attorneys from Bloom Parham will be here in office on Thursday, June 11, 2020 at
39 10 a.m. to interview the staff. After that, we will take that from there and start preparing
40 the response to the Comer letter that was sent out from the former E.D.
41
- 42 2. Creating a Job description for our new E.D. and or if we think it make sense to
43 restructure and not have a E.D. and two other positions to handle a couple of other things.
44 one could take care of the bonds and things of that nature and the other if we decide to
45 take over Premier Gardens be more hands with management, they could be in charge of
46 management of that and or grant writing, applying federal grants that housing authority

47 are appropriate for us to apply for. Chairman Bryant asked the board to think about how
48 they want to restructure the authority, how we want to create a new vision and a mission
49 statement and or a new brand for the housing authority.
50

- 51 3. We need to start identifying federal projects and or housing authority projects.
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- 53 4. Property Management Cost from Premier Gardens. Based on analysis from Ms. Singla
54 regarding property management expense at Premier Gardens, if it makes sense for us to
55 manage that property ourselves and be hands on or if it makes sense to continue to
56 outsource that to a property manager. If it does make sense to outsource it to another
57 property management, then we will have to start creating an RFP and bid that service out
58 when that contract expires.
59
- 60 5. This Facility (HACC) is in great need of repairs in some areas. Chair. Bryant will be
61 soliciting bids for painting, deck repair and siding; also some of the windows need to be
62 replaced. The Board may have to amend the budget to have a capital improvement line
63 item for this facility. That may also include updating office furniture and things of that
64 nature.
65
- 66 6. How do we want to restructure the current office staff; retool them. We want to have
67 an education component for our staff to offer them education incentives to continue
68 educational courses only to sharpen their tools and be better resources for the HACC
69 and better representatives from the day-to-day operations.
70

71 The Board discussed two resolutions:
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- 73 1. Resolution of the HACC electing a treasurer to fill a vacancy. Chair. Bryant made a
74 motion that we accept this resolution as stated for all purposes that drafted to keep
75 the HACC safe and sound and lawfully orderly. Comm. Hall seconded the motion and it
76 carried unanimously.
77
- 78 2. Resolution of the HACC ratifying the authorization of execution and delivery of a check
79 to Bloom Parham LLP for legal services. Comm. Lee made a motion that the
80 ratification of the issuance of the check for 7,500.00 be accepted to Bloom Parham.
81 Comm. Fambrough seconded the motion and it carried unanimously.
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83 Comm. Lee made a motion that the meeting be adjourned. Comm. Hall seconded the motion and
84 it carried unanimously.
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