



## Housing Authority of the City of Decatur, Georgia

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### Official Board

Melissa Heffner, Chair  
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Haywood Curry, Jr., Commissioner  
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Belinda Seats, Commissioner  
Douglas S. Faust, Executive Director

### MEMORANDUM

December 28, 2016

**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, January 4, 2017 at 4:30 P.M. at the office of the Authority, 750 Commerce Drive Suite 110, Decatur, Georgia.

The Agenda will include:

1. Approval of the Minutes
  - a. PAH Meetings of December 7, 2016 and December 12, 2016 (see attached).
  - b. Minutes of the DHA Meetings of December 7, 2016 and December 12, 2016 (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 Resolution accepting change orders for Trinity Walk Phase II (see attached).
6. Consideration of a Resolution approving changes to the Housing Choice Voucher Administrative Plan (see attached).

7. Consideration of a Resolution updating the Individual Utility Allowance Relief Policy for Property Management (see attached).
8. 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.
9. Any other business to lawfully come before the Board.