

**MINUTES**  
**ABILENE HOUSING AUTHORITY**  
**BOARD OF COMMISSIONERS MEETING**

**March 17, 2016**

The Housing Authority of the City of Abilene, Texas, Board of Commissioners met in Regular Session on **March 17, 2016 at 9:30 a.m.**, in the Conference Room located at 534 Cypress Street, Abilene, Texas. Board Chair James Batiste was present and presided. Other Commissioners present were: Vanessa Faz and David Mukire.

Staff members present were: Gene Reed, Chief Executive Officer; Paul Falade, Chief Financial Officer; Tana Kauffman, Housing & Community Development Director; Amy Pugh, Public Housing Manager; Ellen Gutierrez, HCV Manager; Tonya Torres, Compliance & Procurement Coordinator; Kenja Smith, Internal Monitor Manager; and Lacey LaCaze, FSS Coordinator. Guests Included: David Buhrmann, Abilene Housing Authority Attorney; and Alyssa Ware and Jed Davis, Parkridge Place Apartments.

**CALL TO ORDER**  
**James Batiste called the meeting to order at 9:39 a.m.**

- 1.0 Call to Order**
- 2.0 Hear comments from Public/Residents- None**

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- 3.0 Review and Adopt Minutes of the previous meeting(s)**  
Commissioner Faz made a motion to accept the minutes from February 18, 2016.  
Commissioner Mukire seconded the motion.  
AYES: Commissioners Batiste, Faz and Mukire  
NAYS: None  
*The motion carried.*
- 4.0 Review Financial and Other Reports by Consent-** Mr. Gene Reed, CEO explained that the net income listed on item 4.2 of the Agenda was incorrect. Commissioner Faz made a motion to accept items 4.1, 4.3, 4.4 and 4.5 and table item 4.2. Commissioner Mukire seconded the motion  
AYES: Commissioners Batiste, Faz and Mukire  
NAYS: None  
*The motion carried.*
- 5.0 Review and Adopt Agenda Items**
  - 5.1 Office Building Search, Contract and/ or Purchase-** It was announced that this item would be taken into Executive Session pursuant to Texas Government Code Section 551.071 and 551.072

5.2 Approval of expenditures by the AHA under the “Interlocal Government Agreement with Taylor County, Texas to Participate in an Office Supply and Furniture Contract”- Ms. Tonya Torres, Procurement & Compliance Coordinator, explained to the Board that in 2013, the Abilene Housing Authority entered into an Interlocal Government Agreement with Taylor County for the purpose of purchasing office supplies and furniture through Taylor County’s procurement contract for office supplies and furniture. Ms. Torres explained that at this time, AHA staff is nearing the staff’s limit on expenditure of funds under this agreement without Board approval and that staff is requesting that the Board approve expenditures above staff’s current limit. Commissioner Faz made a motion to approve Resolution 16-3. Commissioner Mukire seconded the motion. AYES: Commissioner Batiste, Faz and Mukire  
NAYS: None  
*The motion carried.*

**6.0 CEO and Other Staff Reports**

**6.1 Chief Executive Officer’s Report**

**6.1.1 Operations Report**

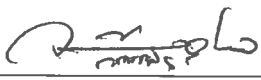
- Prairie Gardens- Ms. Tana Kauffman, Housing & Community Development Director, provided an update on the progress of the 48 unit elderly complex that is being built at 2109 N. 6<sup>th</sup> street, Abilene, Texas
- FSS Graduation Ceremony in April- Ms. Lacey LaCaze, FSS Coordinator gave a status of the progress of preparation for the upcoming FSS Graduation on April 14, 2016

**6.1.2 Legal Report- None**

7.0 **Executive Session** – The board went into Executive Session at 9:48 a.m. as referenced in 5.1 above.

8.0 **Reconvene** – The board reconvened at 10:32 a.m. with no action taken from Executive Session.

9.0 **Adjournment** – Commissioner Faz made a motion to adjourn at 10:33 a.m.

X   
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David Mukire, Secretary

X   
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James Batiste, Board Chair