

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

**June 28, 2016**

The Housing Authority of the City of Abilene, Texas, Board of Commissioners met in Regular Session on **June 28, 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: David Mukire, and Gwendolyn Blount.

Staff members present were: Paul Falade, Chief Financial Officer; Tana Kauffman, Housing & Community Development Director; Amy Pugh, Public Housing Manager; Lacey LaCaze, FSS Coordinator and Kenja Smith, Internal Monitor Manager. Guests Included: Mark Zachary, Abilene Housing Authority Attorney and Elizabeth Hatch, McMahan Surovik Suttle, PC.

**CALL TO ORDER**

**James Batiste called the meeting to order at 9:32 a.m.**

- 1.0 Call to Order**
- 2.0 Hear comments from Public/Residents- None**
- 3.0 Review and Adopt Minutes of the previous meeting(s)**

Commissioner Mukire made a motion to accept the minutes from May 19, 2016. Commissioner Blount seconded the motion.  
AYES: Commissioners Batiste, Blount and Mukire  
NAYS: None  
*The motion carried.*
- 4.0 Review Financial and Other Reports by Consent-** Commissioner Mukire made a motion to accept items 4.1 through 4.5. Commissioner Blount seconded the motion.  
AYES: Commissioners Batiste, Blount and Mukire  
NAYS: None  
*The motion carried.*
- 5.0 Review and Adopt Agenda Items**
  - 5.1** Abilene Housing Authority 2016 Annual Plan- Mr. Paul Falade, CFO provided a description of the Annual plan. Mr. Falade explained that this is completed on a yearly basis and requires a public Hearing as well as approval from the Board. Mr. Falade explained that once the board approves the plan that it is then submitted to HUD for approval. Ms. Amy Pugh, Public Housing Manager, went on to provide a list of Public Housing projects that are included in the Annual Plan. Commissioner Mukire made a motion to approve Resolution 16-12. Commissioner Blount seconded the motion.  
AYES: Commissioners Batiste, Blount and Mukire  
NAYS: None  
*The motion carried.*

- 5.2** Housing Choice Voucher Program Interim Increases- Mr. Paul Falade, CFO provided an explanation of interim increases. Mr. Falade explained that due to current workload the AHA would like to suspend interim increases until the annual certification is updated. Mr. Falade went on to explain that the recertifications are done on an annual basis. Commissioner Mukire made a motion to approve Resolution 16-13. Commissioner Blount seconded the motion.  
AYES: Commissioners Batiste, Blount and Mukire  
NAYS: None  
*The motion carried.*
- 5.3** Abilene Housing Authority Audit- Mr. Paul Falade, CFO, explained that the packet provided includes the changes made to the AHA audit report. Mr. Falade explained that the final report was submitted to HUD and there were no audit findings to report. Commissioner Mukire made a motion to accept the final audit report. Commissioner Blount seconded the motion.  
AYES: Commissioners Batiste, Blount and Mukire  
NAYS: None  
*The motion carried.*
- 5.4** Housing Choice Voucher Program Payment Standards- Mr. Paul Falade, CFO, provided an explanation of the payment standards. Mr. Falade requested that the Fair Markets Rents (FMR'S) be increased from 100% to 110%, which is the highest amount allotted by HUD. Commissioner Blount made a motion to approve Resolution 16-14. Commissioner Mukire seconded the motion.  
AYES: Commissioners Batiste, Blount and Mukire  
NAYS: None  
*The motion carried.*
- 5.5** Update on Carver Townhomes- Mr. Mark Zachary, AHA Attorney, provided a background of the Carver Townhomes loan. Mr. Zachary explained the terms of the loan along with the balance of the loan. The loan will mature in 2018. No action was taken from this discussion.

## **6.0 CEO and Other Staff Reports**

### **6.1 Chief Executive Officers Report**

#### **6.1.1 Operations Report**

- HUD VASH Program- Mr. Falade, CFO, provided a background of the HUD VASH program. Mr. Falade explained that the AHA applied for additional vouchers for the VASH program and that the AHA was awarded 7 additional vouchers.
- Office Building Search, Contract and/or Purchase- Ms. Tana Kauffman, Housing & Community Development Director provided an update on the building purchase. Ms. Kauffman explained that the AHA closed on the purchase of the building and that the AHA has initiated the RFP process for a rehab contractor.

- Prairie Gardens update- Ms. Kauffman provided an update on the status of the elderly complex being built at 2109 N 6<sup>th</sup> street in Abilene, Texas.
- HCV Program- Mr. Falade, CFO, provided an update on the current lease up numbers.
- Father's Day Celebration- Ms. Amy Pugh, Public Housing Manager, gave a background on the annual Father's Day Event that is held at the Vogel Public Housing Apartment Complex. Ms. Pugh explained that this year brought more fathers as well as a higher adult to child ratio than past years.
- New Playground Equipment at Riviera Apartments- Ms. Pugh, Public Housing Manager, explained the purpose of implementing new playground equipment at the Riviera Apartments. Ms. Pugh provided a list of the new equipment and the benefits of the upgrades.

7.0 **Executive Session** – None

8.0 **Reconvene** – None

9.0 **Adjournment** – Commissioner Mukire made a motion to adjourn at 10:04 a.m.

X

  
~~David Mukire, Secretary~~

Vanessa Faz, Vice Chair

X

  
James Batiste, Board Chair