

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

**October 20, 2016**

The Housing Authority of the City of Abilene, Texas, Board of Commissioners met in Regular Session on **October 20, 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, Gwendolyn Blount 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; Tim Pittman, HCV Manager; Tonya Torres, Procurement & Compliance Coordinator; and Kenja Smith, Internal Monitor Manager. Guests Included: Mark Zachary, Abilene Housing Authority Attorney and Alyssa Ware, Parkridge Place Apartments.

**CALL TO ORDER**

**James Batiste called the meeting to order at 9:31 a.m.**

**1.0 Call to Order**

**2.0 Hear comments from Public/Residents**

- 2.1** Recognition of Family Self-Sufficiency Program Graduates- Mr. Gene Reed, CEO explained that due to none of the graduates being in attendance, this item would be rescheduled for a future meeting.

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**3.0 Review and Adopt Minutes of the previous meeting(s)**

Commissioner Mukire made a motion to accept the minutes from September 22, 2016.  
Commissioner Blount seconded the motion.  
AYES: Commissioners Batiste, Mukire, Blount and Faz  
NAYS: None

*The motion carried.*

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**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, Mukire, Blount and Faz  
NAYS: None

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*The motion carried.*

## 5.0 Review and Adopt Agenda Items

- 5.1 Housing Choice Voucher Program Payment Standards- Mr. Gene Reed, CEO, provided a background on Fair Market Rents (FMR's). Mr. Tim Pittman, HCV Manager, explained that the payment standards will be set at 100% for 1 bedrooms and 90% for all other bedroom sizes. Mr. Pittman explained that this change would take effect on January 1, 2017 and would only affect new tenants and tenants moving to a new unit. Commissioner Faz made a motion to approve Resolution 16-20. Commissioner Mukire seconded the motion.

AYES: Commissioners Batiste, Faz, Blount and Mukire

NAYS: None

*The motion carried.*

- 5.2 State of Texas Co-Op Purchasing Program Renewal- Ms. Tonya Torres, Compliance & Procurement Coordinator, explained the Texas Co-op Program. Ms. Torres explained that approval of this Resolution would allow us to utilize lower rates for vendors used, by piggybacking through this Co-op. Commissioner Faz made a motion to approve the Texas Co-op Resolution with the annual fee of \$100. Commissioner Blount seconded the motion.

AYES: Commissioners Batiste, Faz, Blount and Mukire

NAYS: None

*The motion carried.*

- 5.3 Evaluation of Abilene Housing Authority Chief Executive Officer – It was reported that this item would be taken into Executive Session under Section 551-071 and Section 551-074 of the Texas Government Code.

## 6.0 CEO and Other Staff Reports

### 6.1 Chief Executive Officers Report

#### 6.1.1 Operations Report


- Abilene Housing Authority Fiscal Year 2015/2016 Accomplishments- Mr. Gene Reed, CEO, explained that the Accomplishments report provides the opportunity to show the accomplishments of the housing authority over the last fiscal year. Mr. Reed provided a list of accomplishments to include: A new affordable senior housing complex through the Tax Credit program; the purchase of a new office building; Family Self-sufficiency(FSS) graduates; home purchases of tenants in Public Housing; Accomplishments of the Housing Choice Voucher and VASH program; Public Housing Accomplishments; Finance & Accounting updates; employee news, and legislative committee work accomplished. Ms. Tana Kauffman and Mr. Tim Pittman provided information on the new Senior Complex Prairie Gardens. Ms. Amy Pugh and Ms. Tonya Torres provided information on the Public Housing Accomplishments and changes. Mr. Reed provided details on the FSS program and HCV VASH successes. Mr. Paul Falade provided updates on the Financing and Accounting aspects of the housing authority and programs.
- Update on Prairie Gardens Project- No discussion.


- Information on the Recent HUD Listening Session- Mr. Reed provided details on his recent attendance at the HUD listening session that was held in Ft. Worth, Texas.
- Public Housing Authority Info Exchange- No discussion.
- Investment Report- Mr. Falade provided an update to the investment report and the change made due to the purchase of the new office building.

7.0 **Executive Session** – The Board went into Executive Session at 10:22 am as referenced in item 5.3 above. It was noted that Commissioner Mukire had to leave the meeting before the Executive Session commenced.

8.0 **Reconvene** – The Board reconvened at 11:20 am with no action taken from Executive Session. It was noted that Commissioner Blount had to leave the meeting at the end of the Executive Session.

9.0 **Adjournment** – Commissioner Faz made a motion to adjourn at 11:20 a.m.

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~~David Mukire, Secretary~~  
Vanessa Faz, Vice Chair

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James Batiste, Board Chair