

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

**January 16, 2015**

The Housing Authority of the City of Abilene, Texas, Board of Commissioners met in Regular Session on **January 16, 2015 at 9:30 a.m.**, in the Conference Room located at 534 Cypress Street, Abilene, Texas. Board Chair Vanessa Faz was present and presided. Other Commissioners present were: James Batiste and David Mukire.

Staff members present were: Gene Reed, Chief Executive Officer and Executive Director (“CEO”); Paul Falade, Chief Financial Officer; Tana Kauffman, Housing and Community Development Director; Amy Pugh, Public Housing Manager; and Ellen Gutierrez, Housing Choice Voucher Manager. Guests Included: Mark Zachary, Abilene Housing Authority Attorney; and Alyssa Ware and Jed Davis from Parkridge Place Apartments.

**CALL TO ORDER**

**Vanessa Faz called the meeting to order at 9:31 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 Batiste made a motion to accept the minutes from the Board’s December 11, 2014 meeting as presented. Commissioner Mukire seconded the motion.

AYES: Commissioners Faz, Batiste, and Mukire

NAYS: None

*The motion carried.*

**4.0 Review Financial and Other Reports by Consent**

Commissioner Mukire made a motion to accept all 4.0 Agenda Items as presented. Commissioner Batiste seconded the motion.

AYES: Commissioner Faz, Batiste and Mukire

NAYS: None

*The motion carried.*

## **5.0 Review and Adopt Agenda Items**

- 5.1** Write off of delinquent accounts- Mr. Paul Falade, Chief Financial Officer presented the delinquent accounts and gave an explanation to the Board of the request to write off specified accounts of past tenants that have remaining account balances. Mr. Falade presented Resolution 15-1 in conjunction with this Item.

Commissioner Batiste made a motion to accept the request for write off and adopt Resolution 15-1 as presented. Commissioner Mukire seconded the motion.

AYES: Commissioner Faz, Batiste, and Mukire

NAYS: None

*The motion carried.*

- 5.2** Modification of Bylaws of the Abilene Housing Authority- Mr. Gene Reed, CEO suggested that the Board consider amending the Board's Bylaws to account for the addition of Chief Executive Officer (CEO) to Mr. Reed's title. Mr. Mark Zachary, Housing Authority Attorney then reviewed the sections in the Bylaws with the Board that could be amended to account for this change in title, and presented proposed amendments to the Bylaws in this regard, as well as a change to page 1 of the Bylaws to account for the reference in the Texas Local Government Code to the Executive Director also holding the title of Secretary. Mr. Zachary ended with explaining that additional changes to the Bylaws could be made in the future if necessary to address the Executive Director's title.

Commissioner Batiste made a motion to amend the current Bylaws as presented.

Commissioner Mukire seconded the motion.

AYES: Commissioner Faz, Batiste and Mukire

NAYS: None

*The motion carried.*

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

### **6.1 CEO Report**

#### **6.1.1**


- IMM Position- Mr. Reed reported that the IMM position has been filled.
- 2015 Tax Credit- Plan to submit for the 2015 Tax Credit Award through TDHCA.
- RAD Approval- Congress approved additional RAD units (185,000 units) for 2015.
- Flat Rent Amendment- Efforts by Texas NAHRO Legislative Committee and other industry groups worked with Congressman Neugebauer's office to get amended legislation on Flat Rents enacted.
- Carver Townhomes- Carver Townhomes management is looking for an entity to potentially take over ownership of the 18 units at the Carver Townhomes.
- Investment Report- Presented by Paul Falade.

#### **6.1.2 Legal Report- None**

## **7.0 Executive Session – None**

## **8.0 Reconvene – None**

9.0 **Adjournment** – Commissioner Batiste made a motion to adjourn at 10:04 am.

X   
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David Mukire, Secretary

X   
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Vanessa Faz, Board Chair