

MINUTES
ABILENE HOUSING AUTHORITY
BOARD OF COMMISSIONERS MEETING

March 26, 2015

The Housing Authority of the City of Abilene, Texas, Board of Commissioners met in Regular Session on **March 26, 2015 at 9:00 a.m.**, in the Conference Room located at 534 Cypress Street, Abilene, Texas. Board Vice Chair James Batiste was present and presided. Other Commissioners present were: Dr. Cole Bennett 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; Ellen Gutierrez, Housing Choice Voucher Manager; Kenja Smith, Internal Monitor Manager; and Tonya Torres, Procurement and Compliance Coordinator. Guests Included: Mark Zachary, Abilene Housing Authority Attorney.

CALL TO ORDER

James Batiste called the meeting to order at 9:19 a.m.

1.0 Call to Order

1.1 Introduction of Dr. Cole Bennett- Mr. Reed, CEO provided a short introduction of Dr. Bennett. Dr. Bennett then gave a brief background of his work and his time in Abilene.

2.0 Hear comments from Public/Residents

None

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

Based upon this being his first meeting and all of the Board members not being at the meeting, Commissioner Bennett made a motion to consider the meeting minutes from January 16, 2015 at the next board meeting. Commissioner Mukire seconded the motion.

AYES: Commissioners Batiste, Bennett, 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 Bennett seconded the motion.

AYES: Commissioner Batiste, Bennett and Mukire

NAYS: None

The motion carried.

5.0 Review and Adopt Agenda Items

- 5.1** Prime Construction Contract for repairs at E.W. Williams, Riviera and Vogel Complexes- Mr. Gene Reed, CEO explained Resolution 15-2 for the contract awarded for roof repair to the three Public Housing Complexes. Mr. Reed reported to the Board that he has moved forward with the contract prior to the board meeting due to time restraints on the repair work. Ms. Amy Pugh, Public Housing Manager then explained where the most damage occurred and how the three complexes were affected.

Commissioner Bennett made a motion to accept Resolution 15-2 with the clarification in the Resolution that the Board is ratifying Mr. Reed having signed the contract on behalf of the Abilene Housing Authority. Commissioner Mukire seconded the motion.

AYES: Commissioner Batiste, Bennett, and Mukire

NAYS: None

The motion carried.

- 5.2** Election of Officers: Chairman, Vice Chairman and Executive Secretary- Mr. Mark Zachary, Abilene Housing Authority Attorney explained that the election was carried over from the February meeting due to the February meeting being cancelled. It was then noted that it would be preferable for Board Chair Faz to be at the meeting for officer elections. Mr. Zachary then indicated that the Board consider carrying this election over to the next month.

Commissioner Mukire made a motion to carry the election of Officers to the next Board Meeting. Commissioner Bennett seconded the motion.

AYES: Commissioner Batiste, Bennett 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 introduced Kenja Smith the new Internal Monitor Manager. Mr. Smith then gave a brief background of himself to the Board.
- 2015 Tax Credit Application Update- Mr. Reed explained that the Housing Authority has decided to withdraw from the application process for the 2015 Tax Credit competition.
- Tax Credit Project Update- Ms. Tana Kauffman provided a status report of the current "Prairie Gardens" Tax Credit Project.
- Presentations made by AHA-Mr. Reed summarized two presentations that have been made to community groups since the last meeting (the Big Country Apartment Association and the 211 Staff).


- Training for HCV and LRPH Program- Mr. Reed informed the Board that the Texas Housing Association held a Public Housing training at the Public Housing office in March and will hold an HCV training at the Public Housing office in April.
- FSS Graduate Acknowledgement-Mr. Reed acknowledged Jhamora Williams for her recent graduation from the FSS program in March.
- Public Housing Program “High Performer”- Mr. Reed acknowledged Amy Pugh, Public Housing Manager, for her work in conjunction with the Abilene Housing Authority achieving “High Performer” status for both the REAC inspection and the PHAS assessment.
- Housing Choice Voucher Program “High Performer”-Mr. Reed acknowledged Ellen Gutierrez, HCV manager for her work in conjunction with the Abilene Housing Authority achieving “High Performer” status for the SEMAP score. Mr. Reed also pointed out that this is the 7th consecutive year that this status has been achieved.

6.1.2 Legal Report- None

7.0 Executive Session – None

8.0 Reconvene – None

9.0 Adjournment – Commissioner Bennett made a motion to adjourn at 9:44 am.

X 

David Mukire, Secretary

X 

Vanessa Faz, Board Chair