

MINUTES
ABILENE HOUSING AUTHORITY
BOARD OF COMMISSIONERS MEETING

April 23, 2015

The Housing Authority of the City of Abilene, Texas, Board of Commissioners met in Regular Session on **April 23, 2015 at 9:00 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: Dr. Cole Bennett, James Batiste and David Mukire.

Staff members present were: 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: David Burhman, Abilene Housing Authority Attorney and David Boring, CPA.

CALL TO ORDER

Vanessa Faz called the meeting to order at 9:05 a.m.

1.0 Call to Order

2.0 Hear comments from Public/Residents

2.1 Presenting of Vendor Appreciation Award- Vendor was unable to attend, therefore award was not presented.

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

Commissioner Batiste made a motion to accept the minutes from January 16, 2015.

Commissioner Mukire seconded the motion.

AYES: Commissioners Faz, Batiste and Mukire

NAYS: None

ABSTAIN: Commissioner Bennett

The motion carried.

Commissioner Bennett made a motion to accept the minutes from March 26, 2015.

Commissioner Batiste seconded the motion.

AYES: Commissioner Faz, Batiste, Bennett and Mukire

NAYS: None

The motion carried.

4.0 Review Financial and Other Reports by Consent

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

Commissioner Bennett seconded the motion.

AYES: Commissioner Faz, Batiste, Bennett and Mukire

NAYS: None

The motion carried.

5.0 Review and Adopt Agenda Items

5.1 Election of Officers: Chairman, Vice Chairman and Executive Secretary-

Commissioner Faz made a motion to elect Mr. James Batiste, current Vice Chair as Chairman. Commissioner Bennett seconded the motion.

AYES: Commissioner Faz, Bennett, and Mukire

NAYS: None

The motion carried.

Commissioner Batiste made a motion to elect Ms. Vanessa Faz, current Board Chair as Vice Chair. Commissioner Bennett seconded the motion.

AYES: Commissioner Batiste, Bennett and Mukire

NAYS: None

The motion carried.

Commissioner Batiste made a motion to elect Mr. David Mukire as the Secretary, which is his current position. Commissioner Faz seconded the motion.

AYES: Commissioner Faz, Batiste and Bennett

NAYS: None

The motion carried.

5.2 Continued term of David Mukire as Resident Commissioner- This item was not discussed due to change in circumstance.

5.3 Resolution in support of Carl Richie for Senior Vice President of NAHRO- Mr. Paul Falade, CFO explained that Mr. Carl Richie is running for Senior Vice President of NAHRO. Mr. Falade explains that Mr. Richie is the current Board Chair of the Austin Housing Authority and that Mr. Reed recommends that we support Mr. Richie as a representative for Texas. Board Chair. Vanessa Faz stated that she has no opposition to this. Commissioner Bennett made a motion to accept the Resolution in support of Carl Richie. Commissioner Batiste seconded the motion.

AYES: Commissioner Faz, Batiste, Bennett and Mukire

NAYS: None

The motion carried.

- 5.4** Payment Standards Approval- Ms. Ellen Gutierrez, Housing Choice Voucher Manager, provided explanation for the request to change the payment standards. Ms. Gutierrez explained that due to reaching full lease up the payment standards should be decreased from 100% FMR to 90% FMR based on HUD's yearly issued payment standards. Commissioner Bennett made a motion to accept Resolution 15-4 change to payments standards. Commissioner Mukire seconded the motion.
AYES: Commissioner Faz, Batiste, Bennett and Mukire
NAYS: None
The motion carried.
- 5.5** Contract for tankless water heaters at Riviera Public Housing Complex- Ms. Tonya Torres, Procurement and Compliance Coordinator, explained that there were two bids presented for the installation of tankless water heaters at the Riviera Complex. Ms. Torres stated that it was her recommendation that the bid be awarded to GEO Tech based on the bid process. Ms. Amy Pugh, Public Housing Manager then provided a background on the need for the change. Ms. Pugh explained that the update will be more energy efficient and that this is something they are looking at implementing at all the properties. Commissioner Batiste made a motion to accept Resolution 15-3 approval of the contract for installation of tankless water heaters. Commissioner Mukire seconded the motion.
AYES: Commissioner Faz, Batiste, Bennett and Mukire
NAYS: None
The motion carried.
- 5.6** PHAS/SEMAP Scores- Mr. Paul Falade explained that this item was added to Agenda based on the anticipation of receiving the official scores letter from HUD. Since this letter was not received there was no need for discussion.
- 5.7** Evaluation of CEO- Commissioner Faz stated that this item will be tabled.
- 5.8** Presentation by David Boring, CPA, of AHA's Annual Financial Audit Report- Mr. David Boring, CPA, presented the housing authority's financial statements for Fiscal Year 2013 to 2014. He provided the board with a detailed report providing a basic explanation of each section. Mr. Boring then explained that overall the financials for the AHA looked very clean and there were very few discrepancies and those were addressed. Commissioner Bennett made a motion to accept David Borings financial audit report. Commissioner Batiste seconded the motion.
AYES: Commissioner Faz, Batiste, Bennett and Mukire
NAYS: None
The motion carried.

6.0 CEO and Other Staff Reports

6.1 CEO Report

6.1.1

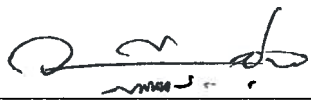
- Hope Haven Presentation by AHA Staff- Ms. Ellen Gutierrez went over the presentation that was done for Hope Haven, which included herself and two other members of staff, Amy Pugh, Public Housing Manager and Lacey LaCaze, FSS Coordinator.
- Big Country Housing Association Presentation by Gene Reed- Ms. Tana Kauffman explained that Mr. Gene Reed, CEO, attended a Big Country Housing Association in Granbury, Texas as a speaker.
- Fair Housing Awareness Training- Ms. Amy Pugh provided an explanation of Fair Housing month. Ms. Pugh stated that the management staff of AHA completed a fair housing webinar to help advance knowledge of fair housing issues.
- Kenja Smith to discuss HR Report- Mr. Kenja Smith reviewed the HR Report with the board.
- Update on Carver Townhomes- Mr. Paul Falade provided an update on the Carver Townhomes loan and the improvements made in payments since 2011.
- Investment Report presented by Paul Falade, CFO- Mr. Falade reviewed the investment report and upon Commissioner Faz's request, agreed to provide another update at the next board meeting.

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 10:00 am.

X 

David Mukire, Secretary

X 

~~Vanessa Faz~~, Board Chair
James Batiste