

MINUTES

ABILENE HOUSING AUTHORITY BOARD OF COMMISSIONERS MEETING

December 14, 2015

The Housing Authority of the City of Abilene, Texas, Board of Commissioners met in Regular Session on **December 14, 2015 at 9:00 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: Cole Bennett and Gwendolyn Blount.

Staff members present were: Gene Reed, Chief Executive Officer; Paul Falade, Chief Financial Officer; Tana Kauffman, Housing and Community Development Director; and Tonya Torres, Compliance and Procurement Coordinator. Guests Included: Mark Zachary, Abilene Housing Authority Attorney.

CALL TO ORDER

James Batiste called the meeting to order at 9:07 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 Bennett made a motion to accept the minutes from November 18, 2015. Commissioner Blount seconded the motion.

AYES: Commissioners Batiste, Bennett and Blount

NAYS: None

The motion carried.

4.0 Review Financial and Other Reports by Consent- None

5.0 Review and Adopt Agenda Items

5.1 Procurement Policy Handbook- Ms. Tonya Torres, Compliance and Procurement Coordinator, explained proposed changes to the AHA's Procurement Policies. Ms. Torres then gave a description of how those changes would be implemented into the Procurement Policy Handbook. Resolution 15-24 was presented to the Board for consideration. Commissioner Cole Bennett made a motion to adopt Resolution 15-24. Commissioner Blount seconded the motion.

AYES: Commissioners Batiste, Bennett, and Blount

NAYS: None

The motion carried.

5.2 Salary Comparison Study- Mr. Gene Reed, CEO, explained that after the 2015 Salary Comparison Study was presented to the Board, Nelrod performed some additional research in reference to the salary comparisons of the Chief Financial Officer and HCV Manager. Mr. Reed explained that years and credentials were not included in the first salary study for these two positions by Nelrod; therefore, the Salary Comparison Study has been amended by Nelrod in reference to the Chief Financial Officer and HCV Manager salaries. Commissioner Bennett made a motion to accept the revised Salary Comparison Study. Commissioner Blount seconded the motion.

AYES: Commissioners Batiste, Bennett and Blount

NAYS: None

The motion carried.

5.3 Appointment, Confirmation, and Ratification of members to the Board of Directors of HACA Public Facility Corporation- Mr. Mark Zachary, AHA Attorney, explained that each time a board member is added to the AHA Board, the board member may also be added to the HACA Public Facility Corporation by the AHA Board. He further noted that as a result of Commissioner Blount being added as a member of the AHA Board, she is eligible to serve on the HACA Public Facility Corporation Board. Resolution 15-25 was then presented to the Board for consideration. Commissioner Bennett made a motion to adopt Resolution 15-25. Commissioner Blount seconded the motion.

AYES: Commissioners Batiste, Bennett and Blount

NAYS: None

The motion carried.

5.4 Search, Contract and/or Purchase of Office Building- It was announced that this item would be taken into Executive Session pursuant to Texas Government Code Section 551.071 and 551.072

6.0 **CEO and Other Staff Reports-** None

7.0 **Executive Session** – The Board went into Executive Session at 9:28 a.m. as referenced in 5.4 above.

8.0 **Reconvene** – The board reconvened at 9:46 a.m. with no action taken from Executive Session.

9.0 **Adjournment** – Commissioner Bennett made a motion to adjourn at 9:46 a.m.

X



David Mukire, Secretary

X



~~James Batiste, Board Chair~~

Vanessa Faz, Vice Chair