

MINUTES
ABILENE HOUSING AUTHORITY
BOARD OF COMMISSIONERS MEETING

March 23, 2017

The Housing Authority of the City of Abilene, Texas, Board of Commissioners met in Regular Session on **March 23, 2017 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 Cole Bennett.

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; Virginia Hicks, Compliance/Procurement Coordinator; and Kenja Smith, Internal Monitor Manager. Guests Included: Mark Zachary, Abilene Housing Authority Attorney; and Alyssa Ware and Jed Davis, Parkridge Place Apartments.

CALL TO ORDER

James Batiste called the meeting to order at 9:32 a.m.

1.0 Call to Order

2.0 Hear comments from Public/Residents

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

Commissioner Faz made a motion to accept the minutes from February 16, 2017. Commissioner Bennett seconded the motion.

AYES: Commissioners Batiste, Bennett, Blount and Faz

NAYS: None

The motion carried.

4.0 Review Financial and Other Reports by Consent- Commissioner Faz made a motion to accept items 4.1 through 4.6. Commissioner Blount seconded the motion.

AYES: Commissioners Batiste, Bennett, Blount and Faz

NAYS: None

The motion carried.

5.0 Review and Adopt Agenda Items

5.1 Write-off of Delinquent Accounts Update- Mr. Gene Reed, CEO, explained that a report was compiled based on questions from Commissioner Faz at the board meeting held on February 16, 2017. Mr. Paul Falade, CFO, explained the provided report and gave the amounts collected from past accounts. Mr. Reed explained the collection process that the AHA follows in addition to the HUD process. There was no further action taken.

6.0 CEO and Other Staff Reports

6.1 Chief Executive Officers Report

6.1.1 Operations Report

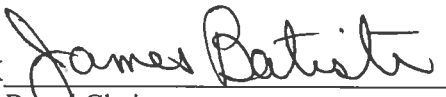
- Update on Prairie Gardens Senior Apartment Complex- Ms. Tana Kauffman, Housing & Community Development Director, provided an update on the current lease-up percentage and numbers on remaining units to be filled. Ms. Kauffman provided information on the upcoming grand opening for the complex. Ms. Kauffman also provided information for the recent neighborhood association meeting that was held at the complex.
- Update on New Building Located at 1149 ES 11th- Mr. Gene Reed, CEO, provided an update on the construction work being performed at the new building. Mr. Reed also provided information on public notification efforts being made.
- Abilene Housing Authority Tenmast Software Conversion- Mr. Paul Falade, CFO, explained that the AHA uses Tenmast software for programming operations. Mr. Falade explained that we will be updating that software which will entail training of the staff through Tenmast University.

7.0 Executive Session – None

8.0 Reconvene – None

9.0 Adjournment – Commissioner Faz made a motion to adjourn at 9:49 a.m.

X 
Secretary

X 
Board Chair