

MINUTES

ABILENE HOUSING AUTHORITY BOARD OF COMMISSIONERS MEETING

August 16, 2017

The Housing Authority of the City of Abilene, Texas, Board of Commissioners met in Regular Session on **August 16, 2017 at 8:30 a.m.**, in the Conference Room located at 1149 ES 11th Street, Abilene, Texas. Board Chair James Batiste was present and presided. Other Commissioners present were: Vanessa Faz and Cole Bennett.

Staff members present were: Gene Reed, Chief Executive Officer; Paul Falade, Chief Financial Officer; Tana Kauffman, Housing & Community Development Director; Tim Pittman, HCV Manager; Virginia Hicks, Procurement & Compliance Coordinator; Lacey Lacaze, FSS Coordinator; and Kenja Smith, Internal Monitor Manager. Guests Included: Mark Zachary, Abilene Housing Authority Attorney and Roland Orr, Duncum Center Solutions.

CALL TO ORDER

James Batiste called the meeting to order at 8:36 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 Bennett made a motion to accept the minutes from July 20, 2017. Commissioner Faz seconded the motion.

AYES: Commissioners Batiste, Bennett 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 Bennett seconded the motion.

AYES: Commissioners Batiste, Bennett and Faz

NAYS: None

The motion carried.

5.0 Review and Adopt Agenda Items

5.1 Approval of the 2017/18 Operating Budget- Mr. Paul Falade, CFO, provided information on the 2017/18 housing authority operating budget. Mr. Falade provided profit information, payroll information and program budgets, as well as explained the allocation process to the board members. Commissioner Faz made a motion to approve Resolution 17-11. Commissioner Bennett seconded the motion.

AYES: Commissioners Batiste, Bennett and Faz

NAYS: None

The motion carried.

- 5.2** Approval of the Revised 2016/17 Operating Budget- Mr. Paul Falade, CFO, provided the reason for the change to the 2016/17 operating budget. Mr. Falade explained that the revision is based on the actual amounts for the Fiscal year 2016/17. Commissioner Faz made a motion to approve Resolution 17-12. Commissioner Bennett seconded the motion.
AYES: Commissioners Batiste, Bennett and Faz
NAYS: None
The motion carried.
- 5.3** Write Off of Delinquent Accounts- Mr. Paul Falade, CFO, explained delinquent account write off process. Mr. Falade explained that this is done at least twice a year and provided the amounts of the delinquent accounts to the board. Commissioner Faz made a motion to approve Resolution 17-13. Commissioner Bennett seconded the motion.
AYES: Commissioners Batiste, Bennett and Faz
NAYS: None
The motion carried.
- 5.4** Earl Williams Public Housing Complex Roof Replacement Contract- Ms. Virginia Hicks Procurement & Compliance Coordinator, explained the need for the roofing project. Ms. Hicks explained the bid process and provided information on the chosen company and amount contracted for the project. Commissioner Bennett made a motion to adopt Resolution 17-14. Commissioner Faz seconded the motion.
AYES: Commissioners Batiste, Bennett and Faz
NAYS: None
The motion carried.
- 5.5** Personnel Matter re: Chief Executive Officer on subject matters set forth in Texas Government Code Section 551.074 (employment, evaluation, re-assignment, duties, discipline)- It was reported that this item would be taken into Executive Session under Section 551.071 and 551.074 of the Texas Government Code.

6.0 CEO and Other Staff Reports

6.1 Chief Executive Officers Report

6.1.1 Operations Report

- West Texas VA Healthcare System Homeless Summit- Mr. Gene Reed, CEO, provided information on attending the Homeless Summit that was held. Mr. Reed and Mr. Tim Pittman, HCV Manager, attended the event. Mr. Reed provided information on who was in attendance. Mr. Pittman provided information on the number of VASH graduates. Mr. Reed provided the number of veterans that were housed through the VASH program in 2016.
- Homelessness Prevention Meeting at Highland Church of Christ- Mr. Reed provided information on the current homeless initiative and the housing authority involvement. Mr. Pittman provided information on the overall goal of the meetings thus far.


- 7.0 **Executive Session** – The Board went into Executive Session at 9:09 a.m. as referenced in item 5.5 above.
- 8.0 **Reconvene** – The Board reconvened at 9:20 a.m. with no action taken from Executive Session.
- 9.0 **Strategic Planning Session-** Mr. Gene Reed, CEO, explained the Strategic Planning Session. Mr., Reed introduced Mr. Roland, Orr the mediator for the session. Mr. Orr provided a background of his professional history. The board members each provided a brief background, as well as Mark Zachary, AHA Attorney and Paul Falade, AHA CFO.

9.1 **Agenda**

- AHA Board Members Vision Session- Mr. Orr gave his idea of the planning session and provided the AHA Mission and Vision Statements to begin the Vision Session. Mr. Reed provided the definition of a “family” per the HUD definition. Mr. Reed then provided the jurisdiction that AHA covers. Mr. Reed provided clarification on program income requirements per the request of Commissioner Faz. Mr. Reed then requested that the board think about and provide any ideas that they have for the future vision of AHA.
- Potential Future Plans- Mr. Reed provided information on his ideas for the below listed topics.
 - Homeless Initiative- Mr. Reed explained Project Based Vouchers and the potential to provide those types of vouchers for the homeless initiative.
 - Public Housing Vogel Complex- Mr. Reed provided some ideas on the utilization of the land at the Public Housing Vogel complex.
 - Potential Commercial Property Purchases- Mr. Reed provided ideas on how to add additional revenue sources through potential property purchases.
 - Potential Future Tax Credit Projects- Mr. Reed provided a list of all current Tax Credit properties in the Abilene area. Mr. Reed explained his goal for future projects.
 - Choice Neighborhoods Grant- Mr. Reed provided information on the Hope 6 grant and how it evolved into the Choice Neighborhood Grant. Mr. Reed provided information on community revitalization and how the choice neighborhood grant can assist with revitalization.
 - HCV Homeownership Program- Mr. Reed provided an explanation on what the Homeownership program is. Mr. Reed provided information on the education that would be offered to participants through the program. Mr. Orr requested the board complete Q cards for the projects they see to be most beneficial. The board thanked Mr. Reed for the information provided, as the information can be considered by the board in reference to AHA’s future plans.

- 10.0 **Adjournment-** Commissioner Faz made a motion to adjourn at 11:26 am.

X 
Secretary

X 
Board Chair