

## MINUTES

### ABILENE HOUSING AUTHORITY BOARD OF COMMISSIONERS MEETING

**May 2, 2018**

The Housing Authority of the City of Abilene, Texas, Board of Commissioners met in Regular Session on **May 2, 2018 at 9:00 a.m.**, in the Conference Room located at 1149 E. South 11<sup>th</sup> Street, Abilene, Texas. The Board recessed (without adjourning) the meeting at 10:26 a.m. and then resumed the meeting at 10:36 a.m. Board Chair James Batiste was present and presided. Other Commissioners present were: Tim Evans and Cole Bennett.

Staff members present were: Gene Reed, Chief Executive Officer; Paul Falade, Chief Financial Officer; Tana Kauffman-Hubbard, Housing & Community Development Director; Amy Pugh, Public Housing Manager; 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.

#### CALL TO ORDER

**James Batiste called the meeting to order at 9:03 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 adopt the Minutes from March 21, 2018. Commissioner Evans seconded the motion.

AYES: Commissioners Batiste, Bennett and Evans

NAYS: None

*The motion carried.*

**4.0 Review Financial and Other Reports by Consent-** Ms. Amy Pugh, Public Housing Manager provided an explanation of the current waitlist numbers and the purge process that is being performed to purge the Public Housing property waitlists. Mr. Kenja Smith, Internal Monitor Manager provided information on the new employee that was hired in March. Commissioner Bennett made a motion to adopt items 4.1 through 4.6 as presented. Commissioner Evans seconded the motion.

AYES: Commissioners Batiste, Bennett and Evans

NAYS: None

*The motion carried.*

**5.0 Review and Adopt Agenda Items**

**5.1** Real Estate Purchase of Property Located in Central Abilene, Texas- It was stated that this item would go into Executive Session under Sections 551.071 and 551.072 of the Texas Government Code.

- 5.2 Employee Banked PTO/Vacation and Sick Time- It was stated that this item would go into Executive Session under Section 551.071 and 551.074 of the Texas Government Code.
- 5.3 CEO Evaluation- It was stated that this item would go into Executive Session under Sections 551.071 and 551.074 of the Texas Government Code.
- 5.4 Public Housing Firearms Laws and Abilene Housing Authority Firearms Policies- Ms. Amy Pugh, Public Housing Manager provided information on the current public housing lease restrictions in reference to firearms. Ms. Pugh and Mr. Gene Reed, CEO, informed the Board that changes are currently being considered in reference to the AHA's public housing lease firearms policy for the Board's consideration at an upcoming meeting. No action was taken at this time.
- 5.5 Changes to the HCV Administrative Plan in Reference to Minimum Rent Limits, Interim Increases and Criminal Background Checks- Mr. Tim Pittman, HCV Manager provided information on updating the AHA's current Administrative Plan. Mr. Pittman provided information on the current interim increase process and how this change will affect program participants and the benefits to the AHA. Mr. Gene Reed, CEO provided the program funding effects of interim increases and the benefits this change will provide the program participants. Commissioner Bennett made a motion to adopt Resolution 18-7. Commissioner Evans seconded the motion.  
AYES: Commissioners Batiste, Bennett and Evans  
NAYS: None  
*The motion carried.*
- 5.6 HCV Payment Standards Updates- Mr. Tim Pittman, HCV Manager explained the Payment Standards and Fair Market Rents. Mr. Pittman explained that this increase to the Payment Standards will allow the AHA to pay more for rent portions and the effects on the lease up process. Commissioner Bennett made a motion to accept Resolution 18-7. Commissioner Evans seconded the motion.  
AYES: Commissioners Batiste, Bennett and Evans  
NAYS: None  
*The motion carried.*

## 6.0 CEO and Other Staff Reports

### 6.1 Chief Executive Officers Report

#### 6.1.1 Operations Report

- HCV HUD-VASH Voucher Award - Mr. Gene Reed, CEO announced to the Board that the AHA has officially received five additional HUD-VASH vouchers, which brings the total to 185 vouchers for the HUD-VASH program.
- AHA Homeownership Training Update - Mr. Reed informed the Board that he is working on scheduling a second group meeting for the program initiative.
- PHAS High Performer Status for HCV Program and SEMAP High Performer Status for Public Housing Program - Mr. Reed explained that an official letter relating to the AHA's performance for this past year has not yet been received from HUD, but that the status for both PHAS and SEMAP are showing in the PIC system as High Performer.

- Potential Recreation Facility at Public Housing Vogel Complex - Mr. Reed explained that the AHA's A&E firm has begun the feasibility study for the project.
- HCV Homeless Preference Update - Mr. Tim Pittman, HCV Manager informed the Board that the preference was implemented to the application in March and there are currently 4 potential participants being processed.
- Texas NAHRO Scholarship Winner - Mr. Reed provided information on the annual Texas NAHRO scholarship process. Ms. Amy Pugh, Public Housing Manager provided information on the Public Housing resident that was awarded the scholarship.
- AHA Investment Report - Mr. Paul Falade, CFO gave an update on the current investments including increased interest information.

**7.0 Executive Session** – The Board went into Executive Session at 9:29 a.m. as referenced in items 5.1 above under Section 551.071 and 551.072 of the Texas Government Code, 5.2 as referenced above under Section 551.071 and 551.074 of the Texas Government Code and 5.3 as referenced above under Section 551.071 and 551.074 of the Texas Government Code.

**8.0 Reconvene** – The Board reconvened from Executive Session at 10:26 a.m. and recessed the meeting for a short period of time. At 10:36 a.m., the Board reconvened and went back into Executive Session under the items and Texas Government Code Sections that are referenced in 7.0 above. The Board reconvened from Executive Session at 11:46 a.m.

Commissioner Bennett made a motion to authorize the AHA to transfer up to \$500,000 of funds from the AHA to Synergistic Development PFC for the purposes of purchasing and the rehabilitation of real estate located in Central Abilene, Texas under item 5.1 above. Commissioner Evans seconded the motion.

AYES: Commissioners Batiste, Bennett and Evans

NAYS: None

***The motion carried***

Commissioner Bennett then made a motion to adopt the revised Resolution 18-5 under item 5.2 above. Commissioner Evans seconded the motion.

AYES: Commissioners Batiste, Bennett and Evans

NAYS: None

***The motion carried.***

Commissioner Bennett then made a motion to accept the information provided by HUD on its website that the AHA has been designated as a high performer for the past year and that the AHA should consider future designations as listed on the HUD website as notification to the AHA of its annual status (i.e. high performer status, standard performer status, etc.) Commissioner Evans seconded the motion.


AYES: Commissioners Batiste, Bennett and Evans

NAYS: None

***The motion carried.***

9.0 **Adjournment** – Commissioner Bennett made a motion to adjourn at 10:51 a.m.

X   
Secretary

X   
Board Chair