

MINUTES
ABILENE HOUSING AUTHORITY
BOARD OF COMMISSIONERS MEETING

June 19, 2019

The Board of Commissioners of the Housing Authority of the City of Abilene, Texas met in Regular Session on **June 19, 2019 at 9:00 a.m.**, in the Conference Room located at 1149 E. South 11th Street, Abilene, Texas. Board Chair James Batiste was present and presided. Other Commissioners present were: Roberta Thompson, Jud Beall and David Ekombe.

Staff members present were: Gene Reed, Chief Executive Officer; Paul Falade, Chief Financial Officer; Tana Kauffman-Hubbard, Housing & Community Development Director; Deborah McGinnis, HCV Manager; Virginia Hicks, Procurement/Compliance Coordinator; Jennie Davila, Public Housing Assistant Manager and Kenja Smith, Internal Monitor Manager. Guests included: Mark Zachary, Abilene Housing Authority Attorney.

CALL TO ORDER

Board Chair James Batiste called the meeting to order at 9:01 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 Beall made a motion to approve the Minutes from May 22, 2019. Commissioner Thompson seconded the motion.

AYES: Commissioners Batiste, Beall, Thompson and Ekombe

NAYS: None

The motion carried.

4.0 Review Financial and Other Reports by Consent: In response to various questions from the Commissioners relating to the reports in Items 4.1 through 4.6, Mr. Gene Reed, CEO, explained the HCV waitlist briefing process and the process for adding applicants back to the waitlist. Ms. Jennie Davila, Public Housing Assistant Manager, explained the budget difference between work orders and maintenance fees. After the above information was provided, Commissioner Thompson made a motion to accept Items 4.1 through 4.6 as presented. Commissioner Beall seconded the motion.

AYES: Commissioners Batiste, Thompson, Beall and Ekombe

NAYS: None

The motion carried.

5.0 Review and Adopt Agenda Items

- 5.1** Abilene Housing Authority Annual Plan: Mr. Gene Reed, CEO, explained the Annual Plan process and the requirement of approval from the Board. Commissioner Beall made a motion to approve Resolution 19-12. Commissioner Thompson seconded the motion.
AYES: Commissioners Batiste, Thompson, Beall and Ekombe
NAYS: None
The motion carried.
- 5.2** Personnel Matters relating to officers and employees of the Abilene Housing Authority including the Chief Executive Officer on subject matters set forth in Texas Government Code, Section 551.074 (appointment, employment, evaluation, reassignment, duties, discipline or dismissal of public officers or employees): It was announced that this Item would be taken into Executive Session under Sections 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

- Mainstream Voucher Program Update: Mr. Gene Reed, CEO, explained the addition of 50 Mainstream Vouchers and that the Abilene Housing Authority has successfully leased up the vouchers. Mr. Reed informed the Board that the AHA is seeking to obtain additional vouchers when HUD incorporates more Mainstream vouchers to the program. Mr. Reed then congratulated the HCV department on successfully leasing up the Mainstream voucher program.
- FSS Program Graduate Family: Mr. Reed provided information on the recent FSS graduate and background of employment.
- Strong Families Event: Ms. Jennie Davila, Public Housing Assistant Manager, provided an overview of the recent Strong Families Event. Ms. Davila provided information on the talent show, and the number of people that attended to include the agency participants.
- Abilene Tornado Resource & Recovery Center Staffing: Mr. Reed provided information on AHA's recent participation in the tornado recovery efforts.
- Carver Townhomes Loan: Mr. Reed informed the Board that NDC was unable to attend the meeting. It was announced that this item would be taken into Executive Session under Section 551.071 of the Texas Government Code.
- AHA New Employees: Mr. Paul Falade, CFO, provided information on the vacant Public Housing employment positions. Mr. Falade provided an update that both the Public Housing Manager and ROSS Service Coordinator positions have been filled. Mr. Falade then provided a background on the two new employees.

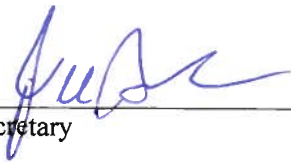
- Budget Workshop: Mr. Reed provided his recommendation for holding a future budget workshop for the Board. Commissioner Beall suggested that the workshop be posted as a meeting to ensure that all Board members can attend. Mr. Reed suggested the workshop be held as part of the Strategic Planning Session. Commissioner Thompson requested that ample time be provided for the Board to review the future Budget before it is presented for approval. All Board members concurred that the Budget Workshop could be held as part of the Strategic Planning Session.
- Strategic Planning Session: Mr. Reed suggested that the Strategic Planning Session be held in July.
- Key Business Solutions Visit: Mr. Reed informed the Board that Key Business Solutions would be attending the July Board meeting
- Developer Fee Payment: Mr. Reed explained the return funds from the Prairie Gardens project in the form of a developer fee. Mr. Falade provided the amount that was returned to AHA for the developer fee payment.

6.1.2 Legal Report: None

- 7.0 Executive Session:** The Board of Commissioners went into Executive Session at 9:36 a.m. under Sections 551.071 and 551.074 of the Texas Government Code as referenced in Items 5.2 and 6.1.1 above.
- 8.0 Reconvene:** The Board of Commissioners reconvened at 10:55 a.m. with no action taken from Executive Session.
- 9.0 Adjournment:** Commissioner Beall made a motion to adjourn at 10:56 a.m.

X

Secretary



X

Board Chair

