

**BOARD OF COMMISSIONERS  
OF THE  
ANNISTON HOUSING AUTHORITY  
December 12, 2019**

**Members Present:** Marcus Dunn, Chairman  
Cynthia Calix, Vice Chairwoman  
Trudy Munford, Commissioner  
Kenneth Winsley, Commissioner

**Staff Present:** Willie B. McMehand, Jr., Secretary-Treasurer  
Alan Brown, Finance Manager  
Terri Lloyd, Planning & Development Officer  
Shazmine Gullett, Administrative Assistant  
Geraldine Allen, Senior Property Manager  
Stacy Parris, Housing Choice Voucher Coordinator  
Lisa Willingham, Property Manager  
Pamela Young, Property Manager  
Sharon Dunson, Resident Initiatives Coordinator  
Doug Brooks, Technical Advisor  
Clarence Copeland, Resident Safety Manager

**Others Present:** Daniel Mays, Anniston Star

**Call to Order**

The meeting was called to order by Chairman Dunn.

**Invocation**

Invocation was done by Chairman Dunn.

**Changes to the Agenda**

There were no changes to the agenda.

**Public Hearing: 5-Year and Annual Plan**

Commissioner Winsley motioned to open up the public hearing. The motion was seconded by Commissioner Munford. All voted unanimously. Mr. McMehand explained that we are required to have a public hearing for the housing authority's 5 year and annual plan. We have done the 45-day comment period and will now open the floor for comments. There were no comments from the public, however, Terri Lloyd, Planning & Development Officer, did have a change from HUD. They have reduced the flat rent on the two-bedroom

units in Constantine from \$411 to \$409. Mr. McMahan also pointed out the significant items that we will budget for in the annual plan. Vice Chairwoman Calix asked how much the allocation to pay off the bond pool debt total. This information will be shared after research. The board will receive all EPIC information in January. Commissioner Winsley motioned to close the public hearing. Vice Chairwoman Calix seconded the motion. All voted unanimously.

**Police Report**

Mr. Copeland went over the COPS foot patrol and the crime rates.

Assaults	3
Domestic Violence	6
Drug Arrests	4
Violent Crimes	1

**Resident Safety Report**

Mr. Copeland reported that the violent crime in the police report was due to someone shooting into a building in Constantine. Two of the drug arrests were off of AHA property, and two were in Glen Addie. Neither of the two in Glen Addie were residents. While there were evictions for other lease violations, no residents were recommended for eviction due to criminal activity, Also, 3 of 13 tagged vehicles were towed. Chairman Dunn complimented the police on how the crime rates on AHA properties have gone down. LED lights have been installed in Glen Addie, Norwood, and Constantine, however, there are still a few dark spots that will be taken care of soon.

**Financial Report**

There was no financial report for this month.

**Planning & Development Report**

Mr. McMahan sent information about Barber Terrace to the Board yesterday. There are concerns about the history of Barber Terrace and protected species on the land. They are also trying to preserve the retaining wall and the steps.

**Management Report**

There was no discussion on the Management report. There were no questions or comments from the Board.

**Housing Choice Voucher (Section 8) Report**

There was no discussion on the HCV report. There were no questions or comments from the Board.

**Resident Services Report**

Sharon Dunson, Resident Initiatives Coordinator, reported that there will be a Christmas event for the children on Saturday, December 14<sup>th</sup> at the EnVision Center at 2:30p.m. We

will also have Open House at the EnVision Center on Tuesday, December 17<sup>th</sup> at 11:30a.m. Invitations will be sent to the Board soon. AHA will also have their annual Christmas Luncheon December 19<sup>th</sup> at 11:30a.m. This year's theme is "Mexican Christmas: Feliz Navidad". Board Members are welcome to come.

#### **Approval of Minutes—October 29, 2019**

After a brief review, a motion was made by Commissioner Winsley to approve the minutes. Vice Chairwoman Calix seconded the motion. All voted unanimously.

#### **Approval of Minutes—November 21, 2019**

After a brief review, a motion was made by Commissioner Munford to approved the minutes. Commissioner Winsley seconded the motion. All voted unanimously.

#### **Board Resolution AHA-19-035 Collection Loss Write-Offs**

The Anniston Housing Authority requires that vacated tenant account balances be written off monthly for public housing residents. It is recommended that the Board of Commissioners consider and approve the write off collection losses in the amount of \$3,038.27 for Conventional Housing for the month of September 30, 2019. A motion was made by Vice Chairwoman Calix to approve the collection loss write off. The motion was seconded by Commissioner Winsley. All voted unanimously.

#### **Board Resolution AHA-19-036 Admissions and Continued Occupancy Policy (ACOP)**

Mr. McMahand informed the Board that this is the HUD document that we have to have approved when changes come about. All changes are documented. Commissioner Winsley motioned to approve the revisions to the ACOP. Vice Chairwoman Calix seconded the motion. All voted unanimously.

#### **Board Resolution AHA-19-037 5-Year and Annual Plan**

Any local, regional or state agency that receives funds to operate Federal public housing or Section 8 tenant-based assistance (vouchers) programs must submit a PHA Plan as required by Section 511 of the Quality Housing and Work Responsibility Act. Commissioner Winsley motioned to approve the 5-Year and Annual Plan. The motion was seconded by Vice Chairwoman Calix. All voted unanimously.

#### **Other Business**

##### **Board Retreat: Next Steps**

At some point, Mr. McMahand would like to circle back on the next steps. The feedback can go towards his performance evaluation.

#### **2020 Board Meeting Schedule**

The 2020 Board Meeting Schedule is finished. Mr. McMahand told the Board to start planning for the Washington trip and says we need to decide where the Annual Meeting will take place. He told the board to keep in mind that not all meetings are on the fourth

Thursday of the month. Chairman Dunn wanted to know if it was necessary to meet every month. Mr. McMahan responded that with an authority of our size, we need to meet more than quarterly, but the by-laws can be adjusted. Vice Chairwoman Calix suggested every other month. Mr. McMahan says we will poll other housing authorities of our size and see how often they meet.

### **2020 AHA Holiday Schedule**

The Board received a copy of AHA's holiday schedule.

### **Executive Director's Comments**

There were no comments from the Executive Director.

### **Executive Session**

Commissioner Winsley motioned that the Board go into Executive Session. Vice Chairwoman Calix seconded. All voted unanimously.

Commissioner Munford motioned for the Board to come out of Executive Session. Commissioner Winsley seconded. All voted unanimously. No action was taken.

### **Adjournment**

A motion was made by Commissioner Winsley adjourn the meeting. The motion was seconded by Commissioner Munford. All voted unanimously.