

**BOARD OF COMMISSIONERS
OF THE
ANNISTON HOUSING AUTHORITY
January 24, 2019**

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

Staff Present: Willie B. McMahand, Jr., Executive Director
Shazmine Gullett, Administrative Assistant
Terri Lloyd, Planning & Development Officer
Clarence Copeland, Resident Safety Manager
Doug Brooks, Technical Advisor
Pamela Young, Property Manager
Stacy Parris, Senior Property Manager
Sharon Dunson, Resident Initiatives Coordinator
Alan Brown, Finance Manager

Others Present: Boice Turner, AHA Attorney

Call to Order

The meeting was called to order by Chairman Dunn.

Changes to Agenda

We will go into Executive Session first.

Invocation

Invocation was given by Clarence Copeland.

Mr. McMahand informed the board that he would like to schedule a work session to go over the Salary Comparability Study. After further discussion, it was decided that the work session will take place on January 31, 2019.

Police Report

In the absence of an APD representative, Clarence Copeland, went over the police report.

Assaults	4
Domestic Violence	7

Drug Arrests	3
Violent Crimes	0

Resident Safety Report

Clarence Copeland, Resident Safety Manager, reported on the RFP's that we have received and says he has been in contact with other contractors that may be interested in putting in a bid. This is our second time advertising this bid. Mr. McMahan explained the process and says we will be bringing the action to the Board in February for approval. Mr. Copeland spoke about the where we are with the resident id's and says everything should be up and running soon.

Financial Report

Mr. McMahan pointed out the bottom numbers, speaking about the net increase and decrease. We went over a little bit with HAP, but overall the position of the authority is pretty good. Alan Brown, Finance Manager, went over where the financials are in detail and Mr. McMahan spoke about how things could go with our HCV Program due to the government shutdown.

Planning & Development Report

Terri Lloyd, Planning & Development Officer, reported that the Annual Plan was submitted and informed the board that Cooper Homes is 100% completed and the final payment has been made; we are officially at 646 public housing units. The last bit of proration will end at the end of next year. We are waiting to get the final contract in from Hollyhand development to be signed by all parties. Phase II environmentals will start in Cooper Homes soon but we have yet to be presented with a dollar amount. We are diligently working on the Alabama Housing Finance 9% application for Barber Terrace. It is due February 13, 2019. AHA will submit 4 applications for the Home & CDBG funds. The fire units that are out for bid for Norwood Homes has been extended to January 30, 2019. Ms. Lloyd also pointed out the waiting list that will change monthly in the report.

Management Report

Mr. McMahan reported that there was nothing major in the information. There were no questions from the Board.

Housing Choice Voucher Report

In the absence of Geraldine Allen, Mr. McMahan reported that the visit we were supposed to have with HUD has to be rescheduled, due to the government shutdown.

Resident Services Report

Sharon Dunson, Resident Initiatives Coordinator, explained what the survey consists of and also gave a brief summary on what we would like to do with the JobCorp program. We will have a meeting February 6th to speak with some residents about the program.

Approval of Minutes—December 13, 2018

After a brief moment to look over the minutes, a motion was made by Vice Chairwoman Munford to approve the minutes. The motion was seconded by Commissioner Calix. All voted unanimously.

Board Resolution AHA-19-001—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 \$5,286.87 for Conventional Housing for the month of October 31, 2018. A motion was made by Commissioner Calix to approve the collection loss write off. The motion was seconded by Commissioner Winsley. All voted unanimously.

Board Resolution AHA-19-002—2019 Low Income Housing Tax Credit (LIHTC) Application for Barber Terrace

Mr. McMahan explained that this resolution will allow Hollyhand to submit the tax credit application for Barber Terrace. We feel really good about it and our chances of being awarded are high. A motion was made by Commissioner Calix to approve the execution of the application. Commissioner Winsley seconded the motion. All voted unanimously.

Other Business

2019-2020 Budget Status Report

Mr. McMahan let the Board know that we are about to start the planning process for our budget. Most of this will be covered in the work session, but to touch on a few major items briefly, Mr. McMahan said that we are hoping that the Central Office Cost Center budget will decrease, we have budgeted for an additional restroom downstairs, and the salary comparability study. We have also budgeted for things such as REAC and the mold project here in Glen Addie. Mr. McMahan will get with Mr. Brown and they will start putting numbers together for a template. We are hoping to have the budget approved before our next fiscal year; April 1, 2019. Commissioner Calix questioned if the Board would have the chance to make adjustments and suggestions to the budget, in which Mr. McMahan explained how our budget is set up. A separate line item for Board Training was suggested.

Executive Session (AHA Board By-Laws)

Mr. McMahan suggested going into Executive Session citing Alabama code 36-25A-7 to discuss potential or threatening litigation and personnel matters. Commissioner Calix motioned for the Board to go into Executive Session. Commissioner Winsley seconded the motion. All voted unanimously. After a brief discussion, Commissioner Calix motioned for the Board to come out of Executive Session, and Commissioner Winsley seconded the motion; all voted unanimously. No action was taken while in Executive Session.

Executive Director's Comments

There were no comments.

Adjournment

A motion was made by Commissioner Calix to adjourn the meeting. The motion was seconded by Vice Chairwoman Munford. All voted unanimously.