

**BOARD OF COMMISSIONERS
OF THE
ANNISTON HOUSING AUTHORITY
January 23, 2020**

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

Staff Present: Willie B. McMahand, 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
Sharon Dunson, Resident Initiatives Coordinator
Doug Brooks, Technical Advisor
Clarence Copeland, Resident Safety Manager

Others Present: Boice Turner, AHA Attorney
Sgt. Grier, Anniston Police Department

Call to Order

The meeting was called to order by Chairman Dunn.

Invocation

Invocation was done by Clarence Copeland, Resident Safety Manager.

Changes to the Agenda

There were no changes to the agenda.

Police Report

Sgt. Grier of APD, reported on the crime statistics. He stated that Constantine had the highest crime rate for the month. Sgt. Grier also as well as the foot patrol.

Assaults	6
Domestic Violence	6
Drug Arrests	3
Violent Crimes	3

Questions from the Board were answered concerning domestic violence and why the number was as high as it is. The comparison for 2018-2019 was also cited; there was a 9.3% increase in assaults, domestic violence a 16.52% decrease, drug arrests decreased by 32.65 and violent crimes a 59.57% decrease. This information will be spoken about more in depth at the next meeting, as this information was just received this morning.

Resident Safety Report

Mr. Copeland reported that there are one shooting and two robberies that are all under investigation. There were also three drug arrests associated with AHA, one was off of the property and the other two were in Constantine; none of the suspects were residents. There were no eviction recommendations due to criminal activity. Mr. Copeland also informed the Board that we have had two shootings in Constantine. Only cars have been struck by the bullets. Mr. McMahan says we are trying to take care of this before it gets out of hand.

Financial Report

These financials are for November 2019. Mr. McMahan reminded the Board that the financials for December and January will be presented at the next Board Meeting. Alan Brown, Finance Manager, informed the Board that we had a decrease in reserves because we had a three-payroll month. Also, the NAHRO Conference and membership dues, the advertising on the Annual Plan. There was also the onetime incentive for the maintenance team. HCV was also taken into the negative due to the three payrolls. HAP is in the negative due to HUD recapturing some of the funds. Vice Chairwoman Calix asked what makes HUD recapture HAP funds. Mr. McMahan explained that we did not hit our target leasing schedule, so we were not spending the money. Stacy Parris, HCV Coordinator, added that we are starting to see an up side to the program; more landlords are coming onto the program and more participants coming on as well. Ms. Parris says we are getting closer to meeting our goal so that funds will not be taken in the future. Chairman Dunn requested an update on where we are with reaching our voucher goal every meeting. Mr. Brown also explained what it means to draw down money.

Planning & Development Report

Mr. McMahan pointed out the Capital Fund Program breakdown, as requested from the Board. Our schedule and process are in line with the guidelines for the program. We are also still paying down the bond pool. Vice Chairwoman Calix also inquired about how the CDBG issue is going. Terri Lloyd, Planning and Development Officer, explained that she sent a letter to the Home Coordinator to transfer funds from Claxton to 1601 Moore, which is a duplex. We would like to have this ready in time for the Glen Addie relocation. We don't have any CDBG money; we turned that back in.

Management Report

Mr. McMahan pointed out the vacant units; all due to relocation and fire. The others are being held for relocation. We will also be asking for demolition of the four fire units in

Norwood in February or March. The other two fire units in Norwood are able to be renovated.

Housing Choice Voucher (Section 8) Report

The number of families on the waiting list is decreasing, meaning we will probably be opening the waiting list up soon. As of today, there are 269 families on the program, and we are anticipating another 9 families to come on at the beginning of February.

Resident Services Report

Mr. McMahan pointed out that there was a lot of activity in December. Upcoming events were also highlighted. Sharon Dunson reported that the Section 3 workshop will be an all day workshop with different areas. The theme is "Turning Stumbling Blocks into Stepping Stones". We are hoping for a great turnout. Vice Chairwoman Calix says she attended an Executive Council Meeting and it was a good meeting with a great turnout. She commended the residents that made a real effort to come to the meeting. Vice Chairwoman Calix plans to attend more of the informative meetings. There was an update given on the Laundry Facility; Ms. Dunson is working on a plan to have to Mr. McMahan by the end of the month. She is trying to have id cards to be able to enter the facility; everything is still in the air. Commissioner Winsley does not think the id cards are a good idea. We are also getting feedback from residents in Constantine. Mr. McMahan says if we can't work all the weeds out, we will have to pull the idea; it has to be workable and doable. The idea is for the residents to manage the facility, and half of the proceeds will go to the council.

Approval of Minutes—December 12, 2019

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

Approval of Minutes—January 9, 2020

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

Board Resolution AHA-20-003 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 \$6,980.39 for Conventional Housing for the month of October 31, 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.

Other Business

2020-2021 Budget Status Report

Mr. McMahan reported that the new budget begins April 1, 2020. The process has started and all department heads have gone over their figures. There was a planning document

emailed out to the Board and Mr. Brown is about 75% on the way to putting the numbers to the budget. The goal is to get the draft budget to the Board the second week in February. There are a few salaries that still need to be adjusted in the COCC and the new BCBS rates need to be added as well. February's work session is where we will receive feedback from the Board. Chairman Dunn requested job duties (descriptions) for the employees and Vice Chairwoman Calix requested salaries as well; the year before (2018) and current (2019).

2020 Revised Board Meeting Schedule

There were two schedules given to the Board; one was the actual meeting schedule that is posted to the public. The other is a schedule that shows when conferences and workshops are being held. It also shows the action items in blue. Mr. McMahan explained that we have tried to adjust the meetings to when we have to have one; when action items need to be voted on.

The board was polled on how they would like to receive their information. Vice Chairwoman Calix opted for no paper; electronically only and so did Chairman Dunn. Commissioner Winsley requested paper and until we can speak with Commissioner Munford, we will give her paper too. Vice Chairwoman Calix wants it sent to her personal email, while Chairman Dunn would like it sent to both of his email addresses.

Executive Director's Comments

There were no comments from the Executive Director.

Executive Session

There was no executive session.

Adjournment

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