

**BOARD OF COMMISSIONERS
OF THE
ANNISTON HOUSING AUTHORITY
November 21, 2019**

Members Present: Marcus Dunn, Chairman
Trudy Munford, Commissioner
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
Pamela Young, Property Manager
Sharon Dunson, Resident Initiatives Coordinator
Doug Brooks, Technical Advisor

Others Present: Boice Turner, AHA Attorney
Angela Davis, Anniston Police Department

Call to Order

The meeting was called to order by Chairman Dunn.

Invocation

Invocation was done by Doug Brooks, Technical Advisor.

Changes to the Agenda

There were no changes to the agenda.

Police Report

Angela Davis, Anniston Police Department, went over the incident report for October 2019 as well as the foot patrol report. Foot patrol has increased due to the Community Policing unit that has been initiated. Most of the time was spent in Constantine Homes and Glen Addie Homes.

Assaults	5	Domestic Violence	7
Drug Arrests	3	Violent Crimes	2

Resident Safety Report

Chairman Dunn inquired about the kidnapping incident, in which Officer Davis said it was a misunderstanding.

Financial Report

Mr. McMahan reported that our numbers look good; we have almost \$6 million in the bank, which is a good thing for a housing authority of our size. Commissioner Munford asked what the interfund account was, in which Alan Brown, Finance Manager, told her it was the account that everything is paid out of. The account gets reimbursed by all departments. We have a deficit in COCC and a positive increase in reserves in the AMPS. We also have surplus' in HCV and HCV HAP. The deficit in the COCC is due to training, the Board NAHRO trip and more training. Mr. Brown also explained that for a while, we had two Accounting Specialists, which is a part of the deficit as well.

Planning & Development Report

Mr. Brooks reported that he rode the grounds after dark and the lighting that we've had installed are making a big difference. Our laundry room is nearly complete and the bathroom is now ADA accessible. We should be ready to turn this over to the residents after the first of the new year. The replacement screen doors sample will be coming in soon and the project should be underway soon.

Terri Lloyd, Planning and Development Officer, reported that the ADEM application has been submitted and Russ will be here on December 12th to give environmental updates on Cooper, Glen Addie and the HDC properties. We had a conversation pertaining to potential solutions, so we are looking into that as well. Mr. McMahan briefly touched on the work session that we will have in reference to the environmentals. He will invite Dr. Martin and some others to lead a team so that they could help us understand the health risks from the dirt in this part of the city.

Consideration for demolition for Constantine has been moved to 2024 so interior upgrades have also started. We are investing almost a half a million dollars in the property to keep it lively as long as we will have it.

Management Report

Mr. McMahan reported that we are now holding units for the Glen Addie relocation. This has left us with a lot of vacant units; 58 to be exact, just in Glen Addie. We sent a report to HUD to explain why our vacancy number is so high.

Housing Choice Voucher (Section 8) Report

Mr. McMahan reported that we have been doing a lot of work to increase our SEMAP score. One thing that we're working on is our standard operating procedures for the department. Mr. McMahan also reported that about 75% of the residents have come to our informational meetings about the program. This gives them insight on landlords and the HCV program. We want a 50% success rate for residents that take advantage of the program. We will be pulling another 75 families off the waiting list this week, in hopes to get the vouchers on the street by mid-December. We've had some landlords that are not

abiding by our regulations, so they will need to come off the program, if they do not comply. The housing stock in and around Anniston is not the best, which is causing participants to leave the city. This is a challenge we are working through. Commissioner Munford asked how do we determine the number of vouchers we issue out. Mr. McMahan replied that we know that we are below the number of families that we could be helping so we pull a rather large number off the waiting list in hopes of being close to the net number that we wanted.

Resident Services Report

Sharon Dunson, Resident Initiatives Coordinator, reported that we will be having a Christmas event at the EnVision Center for the kids on Saturday December 14th at 2:30pm. We will also have Open House at 11:30 a.m. where we will show appreciation for our agencies and follow up with our open house. Commissioner Munford asked about the tutoring program. Ms. Dunson says there have been anywhere from 10-12 children on Tuesdays and Thursdays for an hour to get assistance with their classwork.

Approval of Minutes—October 29, 2019

The minutes were tabled due to Vice Chairwoman Calix not being present.

Board Resolution AHA-19-032 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 \$6,685.56 for Conventional Housing for the month of August 31, 2019. A motion was made by Commissioner Winsley to approve the collection loss write off. The motion was seconded by Commissioner Munford. All voted unanimously.

Board Resolution AHA-19-033 Housing Choice Voucher Program Utility Allowances

Mr. McMahan reported that this is similar to what was approved last month with the public housing utility allowances however, this is a requirement for the HCV Program. In this case the garbage fee increased by more than 10%, which prompted this. A motion was made by Commissioner Munford and seconded by Commissioner Winsley to approve the resolution. All voted unanimously.

Board Resolution AHA-19-034 Public Housing Flat Rents

Flat rents is a schedule we have to review every year. A consultant lets us know if our rent is consistent with how it should be. Families pay 30% of their adjusted income. If the 30% is higher than the flat rent, they get capped at the percentage. Mr. McMahan spoke about the challenges that we have with not enough working families in public housing. A motion was made by Commissioner Winsley to approve the Flat Rents. Commissioner Munford seconded the resolution. All voted unanimously.

Other Business

Board Retreat: Next Steps

At some point, Mr. McMahand would like to hear from the Board on the next steps to the retreat.

There was a meeting with the residents in Constantine and Johnny Byrd, Boys & Girls Club was in attendance so that he could speak about the fence. It was decided that we would not put a fence up. However, Mr. McMahand does believe that something needs to be put up so that the children cannot run out into the street. The board showed concern about AHA possibly having to pay for the fence. Mr. McMahand also informed the Board that we have not renewed our contract with the Boys & Girls Club and we are looking to reduce the funds that we provide.

Next Board Meeting: December 12, 2019 & Work Session: Environmental Update

Mr. McMahand explained that this will be an important meeting, and the last meeting of the year. We have to do a public hearing for the annual plan and the environmental report will follow. We are asking that the Mayor, City Manager, reps from EPA, Dr. Martin and a few other key people so that they can hear first-hand, the environmentals that we have for Cooper, Glen Addie and several vacant lots. We will hear about potential solutions and give results of what we have on these properties.

Executive Director's Performance Evaluation

Nothing will be done with his contract, but it is time for Mr. McMahand's yearly performance evaluation. With the exception of Mr. McMahand, all employees have been evaluated for the year.

Executive Director's Comments

No financial reports will be given out at the December meeting. November and December information will be given at the January Meeting. We are also working on ways to increase our SEMAP score.

Executive Session

There was no Executive Session.

Adjournment

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