

**BOARD OF COMMISSIONERS
OF THE
ANNISTON HOUSING AUTHORITY
September 26, 2019**

Members Present: Marcus Dunn, Chairman
Cynthia Calix, Vice Chairwoman
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
Lisa Willingham, Property Manager
Stacy Parris, Housing Choice Voucher Coordinator
Clarence Copeland, Resident Safety Manager
Pamela Young, Property Manager
Sharon Dunson, Resident Initiatives Coordinator

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 Clarence Copeland, Resident Safety Manager.

Changes to the Agenda

There were no changes to the agenda.

Police Report

Clarence Copeland, Resident Safety Manager, introduced Corporal Angela Davis of Anniston Police Department. She reported on AHA's foot patrol and citizen contact and also the crime numbers for the Authority versus the City of Anniston.

Assaults	2
Domestic Violence	7
Drug Arrests	3
Violent Crimes	2

Resident Safety Report

Mr. Copeland went over the Resident Safety Report and elaborated on the violent crimes. One was a robbery III in Constantine and the other was in Glen Addie and was also a robbery III. There were two residents recommended for eviction and officers are walking the grounds and checking id's.

Financial Report

Alan Brown, Finance Manager, went over the summary of August 2019's financial report. Trudy Munford, Commissioner asked if why do we have money in the bank and the COCC still has a deficit. Mr. Brown explained that the money in bank is reserve money and the deficit is a year to date loss for the fiscal year. We know we can cover the deficit, but we want to try to settle it before we use the money in the bank. Also, we have yet to draw down the CFP money for the COCC which will wipe the deficit out. Our goal is for our COCC to break even. Mr. Brown also went over the HAP activity. Mr. McMahan informed the Board that all three of our HCV staff have received their Housing Specialist certification.

Planning & Development Report

Terri Lloyd, Planning & Development Officer, reported that Doug Brooks, Technical Advisor, is in Birmingham at training with the EPA, ADEM, and Russ, our environmental consultant. Ms. Lloyd is currently working on the Annual Plan and submitting a demolition application for the four units in Norwood Homes with fire damage. It needs to be signed off on no later than December. Mr. McMahan met with the City of Anniston concerning HOME and CDBG funds. We have since requested another meeting; we have yet to hear back from them. Mr. McMahan announced that we have received approval for the demolition of Glen Addie. We will have an emergency meeting for the residents today at 5:30pm. Vice Chairwoman Calix asked how do we communicate good news like this to the rest of the staff. Mr. McMahan replied that he meets with the Department Heads every Tuesday and relies on the Department Heads to relay information in their own staff meetings afterwards. We also have all employee staff meetings quarterly. Mr. McMahan also mentioned that we will notify the press tomorrow. The demolition application was submitted July 31, 2019 and we have 112 occupied units. We are expecting to get 164 replacement vouchers and there is a plan in the works on what we would like to do with the vouchers that are not used in Glen Addie.

Management Report

Mr. McMahan reported that we recently had our REAC inspection and he was very pleased with our scores: AMP 1 scored a 98, AMP 2 scored a 96 and AMP 3 scored a 97. We are considered a high performer and we won't have another inspection for three years. Mr. McMahan stated that he is considering giving the maintenance team a small bonus for such a great job.

Housing Choice Voucher (Section 8) Report

Mr. McMahan reported that the HCV report speaks for itself and that we are working on our SEMAP procedures. There were no questions from the Board.

Resident Services Report

Mr. McMahan reported that we will have a Community Meeting followed by an Open House on October 31, 2019 at the EnVision Center. The building is coming along well, however, HUD is giving some pushback on a few items that we asked for; a fitness center, putt-putt golf, and the grills outside. Sharon Dunson, Resident Initiatives Coordinator informed the Board that we are doing things according to how Dr. Ben Carson's vision; if we go ahead and get things in order now, if money ever becomes available, we will be in good standing and therefore good candidates for the reward. We are trying to bring new avenues to AHA. When asked how was the Section 3 program going, Ms. Dunson replied that she is disappointed. She does not feel like we are giving our residents opportunities when they arise and we have failed to hire residents when they've applied. Section 3 is about pulling people out of poverty and giving them chances to better themselves and we're not doing that here at AHA. Mr. McMahan responded, saying that we actually do try to create opportunities for our residents. We have a hiring committee that he allows to go through the protocol and process. Mr. McMahan says that he shares the same concerns as Ms. Dunson and understands where she's coming from, however we do currently have three residents that are employed here at AHA, so to say that we're not doing that is inaccurate. We have gone above and beyond to try to hire some residents, even as far as asking the Board to grant them a grace period so that they can meet the requirements and get their GED's. Commissioner Munford believes that residents should go to the top of the list if they meet all requirements for the open position and thanked Ms. Dunson for bringing this matter to the Board's attention.

Approval of Minutes—August 27, 2019

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

Approval of Special Meeting Minutes—September 16, 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.

Board Resolution AHA-19-026 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 \$6,207.14 for Conventional Housing for the month of June 30, 2019. Vice Chairwoman Calix asked what do we do when we're past our budgeted amount for collection loss? Mr. McMahan replied that reasons like this are why we are doing a budget revision

A motion was made by Commissioner Winsley to approve the collection loss write off. The motion was seconded by Vice Chairwoman Calix. All voted unanimously.

Board Resolution AHA-19-027 Fixed Assets Write Offs

AHA must remove any fixed assets which have surpassed their useful life span and deemed scrapped. It is recommended that the Board of Commissioners consider and approve these fixed assets listed to be removed from inventory and either sold to the highest bidder or sold for scrap metal, depending on which method will gain the AHA the highest market price. A motion was made by Vice Chairwoman Calix to approve the resolution. Commissioner Winsley seconded the motion. All voted unanimously.

Other Business

Discussion 2019-2020 Budget Revisions

A draft budget revision was handed out. It showed comparisons between the original and the revised budget. Mr. Brown went over some of the information, stating which budgets were increasing and which were decreasing. The Board budget is set to increase due to more traveling that the Board will have to do.

Board Retreat: October 18, 2019

Mr. McMahan passed out the draft agenda. This will be a one-day retreat, from 8am to 3pm. We will take a ride to the facility, the Spire building, sometime next week to make sure that it is a good fit. Commissioner Winsley and Vice Chairwoman Calix will meet us there. Our facilitators are confirmed and we will have continental breakfast and a nice lunch. Mr. McMahan and the rest of the staff will leave after lunch, as the rest of the day will consist of Board training.

Executive Director's Comments

There were no comments.

Executive Session

There was no Executive Session.

Adjournment

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