

**BOARD OF COMMISSIONERS
OF THE
ANNISTON HOUSING AUTHORITY
Budget Revision Work Session
October 21, 2021**

Members Present: Cynthia Calix, Chairwoman
John Wilson, Vice Chairman
Kenneth Winsley, Commissioner

Staff Present: Willie B. McMahand, Jr., Secretary-Treasurer
Terri Lloyd, Planning & Development Officer
Shazmine Gullett, Executive Assistant
Alan Brown, Finance Director
Lisa Willingham, Senior Property Manager

Call to Order

The meeting was called to order by Vice Chairwoman Calix.

2021-2022 Operating Budget Revision Work Session

Mr. McMahand thanked everyone for taking time out to attend the meeting. He explained that the purpose of the meeting was to go over revisions to our 2021-2022 budget and discuss changes made as well as touch base on a few logistics of the Barber Terrace Groundbreaking which is this coming Tuesday. We will also discuss possibly changing the time of the November meeting.

Every year, about six months into our fiscal year, we like to take a look at our numbers, to see if anything needs to be added/taken out or reworked. We were lucky to get additional funding for the organization, and Alan Brown, Finance Director, will go through the numbers and answer any questions that anyone may have.

Mr. Brown directed everyone to the first page and showed the summary/highlight page. In yellow, there was an increase in our budget by \$518,037.00. It is made up of an increase in revenue of \$817,190.18 and a \$299,153.18 increase in expenses, authority wide. Looking at the increases in revenue, the COCC transferred \$595,582.52 as defederalized income from the Barber Terrace RAD conversion. There was an increase in bookkeeping and management fees as well. The decrease of \$303,691.93 for the Barber Terrace RAD funds is because we'd originally budgeted that money in the budget but we're taking it out and will put it back when needed. The Capital Funds admin fee is up due to us underbudgeting the first go round. HUD subsidy is due to the relocation of Glen Addie. We were conservative

when we did our budget initially, so the recalculation is \$468,825 more than what we'd initially budgeted. The expenses: payroll, other administrative expenses, and insurance we budgeted more, as we will see an increase in these expenses. Pages two and three break down expenses and page four and five shows the comparisons of the original budget and the new budget. He pointed out the check figures and elaborated on the expenses.

Consultant fees have gone up by \$10K for executive director services and telephone, internet and cable have gone up by \$5K. We are adding two positions, in maintenance and removing the assistant property manager position.

The HCV program is projecting a loss. This is due to us not being able to lease up all the vouchers that we have. More affordable housing is needed, and we have plans to produce it ourselves due to landlords in the area that do not want to be on our program. Also, we cannot use HAP money to cover the deficit, so the administrative side must keep the deficit. We have funding to lease up to 425 vouchers and right now we are at 362. When we do get to the 425, the balance will break even. Chairwoman Calix questioned if the HCV applicants are having trouble finding a place with a voucher, are they then directed to the public housing program for assistance. Lisa Willingham, Senior Property Manager, confirmed that if an applicant is homeless, they do go to the top of the list, as it is a preference on the application. The advertising and marketing budget has been lowered due to the contracts ending on the billboards. Printing and background checks are up, as well as utilities. There are still funds in the Cares Act to draw down and spend; all money has already been allocated and must be expended by the end of this year. Vice Chairman Wilson suggested there be an in-depth discussion on providing broadband services and equipment to residents, in which Mr. McMahan agreed.

Mr. McMahan reminded the board of the Groundbreaking for Barber Terrace and hopes to see them there. He is still following up with a few City representatives to see if they will be attending. Marcella Robertson will attend on behalf of Hollyhand, representatives from PNC and a few others will be attending.

Our last board meeting of the year will be November 18th. We would like to reschedule the meeting and make it a lunch meeting, from 12pm-2pm. There are about five items that need to be approved including changes to the Personnel Policy, Annual Plan, and the budget revision.

The final HDC meeting for the year will also be this day at 11:00 a.m.

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 Commissioner Wilson. to adjourn the meeting. Commissioner Winsley seconded. All voted unanimously.