

**BOARD OF COMMISSIONERS  
OF THE  
ANNISTON HOUSING AUTHORITY  
June 3, 2020**

**Members Present:** Marcus Dunn, Chairman  
Cynthia Calix, Vice Chairwoman (via phone)  
Trudy Munford, Commissioner  
Kenneth Winsley, Commissioner  
John Wilson, Commissioner

**Staff Present:** Willie B. McMahand, Jr., Executive Director  
Shazmine Gullett, Executive Assistant  
Terry Brown, Finance Director  
Terri Lloyd, Planning & Development Officer  
Sharon Dunson, Resident Initiatives Coordinator  
Clarence Copeland, Resident Safety  
Lisa Willingham, Property Manager  
Curtis McGhee, Maintenance Supervisor  
Stacy Parris, Housing Choice Voucher Coordinator  
LaKeithia Davis, HQS Specialist  
Jacqueline Pankey, HCV Clerk

**Others Present:** Boice Turner, AHA Attorney  
Chris Hornig, Klein & Hornig  
Peter Lubershane, Klein & Hornig

**Call to Order**

The meeting was called to order by Chairman Dunn.

**Work Session**

Mr. McMahand explained that this is a work session to discuss the three items that are on the agenda. This is simply informational, and the Board will not be asked to take any action. The Board will need to go into Executive Session to discuss a potential lawsuit.

**Update on Non-Profits**

Mr. McMahand reminded the Board that information was emailed and mailed out to them. He stated that the nonprofit information is pertaining to the issues we've been working through with Housing Development Corporation (HDC). We requested Chris Hornig, Klein & Hornig, assist us in getting the nonprofit reinstated while also assisting us in creating another nonprofit. The new nonprofit will take on all new projects and deals we have going

on. The name of the new nonprofit is Innovative Housing Solutions. Mr. McMahannd turned it over to Mr. Hornig to further explain.

Mr. Horning stated that HDC had fallen out of compliance, so their first task was to get the nonprofit back in good standing. Papers were filed with the IRS, and we are now waiting to hear back from them, as there is no definite date due to offices shutting down because of the COVID-19 pandemic. Peter Lubershane, Klein & Hornig, has been working with the Secretary of State's office here in Alabama as well. Organizational documents have been reviewed; the bylaws in particular, in which some amendments have been made. HDC will continue to do what it has done, more on a community level, and IHS will serve for bigger projects. A Conflict of Interest Policy and also a Joint Venture Policy have been created. Mr. McMahannd mentioned that these nonprofits are controlled by Anniston Housing Authority, and the Board Members will elect the officers for the Boards of the nonprofits, which will serve one-year terms. The next step is going to be for HDC to approve the reinstated bylaws. Also, the AHA Board need to choose who will be on the IHS Board; Mr. McMahannd will serve as one member, and there also needs to be someone from the AHA Board and another resident or person needs to serve as well, making this a 3-member Board. Mr. McMahannd would like to be able to select by the June 25<sup>th</sup> meeting. Commissioner Munford wanted to know what happens to the property that was under HDC? Will it transfer to IHS, or will it stay with HDC. Mr. McMahannd replied that those properties will stay with HDC, but new development will go to IHS. Commissioner Munford also asked if HDC was back in compliance. Mr. McMahannd assured her that the necessary documents were submitted back in January, but everything is still pending. We have not gotten any indication that there are any issues. Commissioner Munford then questioned what is the difference in the new nonprofit, versus the old one. Mr. Lubershane explained that the two entities are pretty similar, they just do different jobs. The new entity will deal with tax credit developments and the old entity will deal with what it already has on its plate; we did not want to add anything else to its plate. Mr. Lubershane also explained what the power of attorney was for and what makes this a joint venture between the housing authority and a development company. Vice Chairwoman Calix added that we may want to consider making the IHS Board a 5 member Board, instead of three. Commissioner Wilson wanted to know if it was a requirement that a 501(c)(3) own the property, and there is not.

### **COVID-19 Path Moving Forward**

Mr. McMahannd informed the Board that HUD has awarded housing authorities COVID-19 funds. He has been on weekly calls with HUD getting updates on other housing authorities as well. He introduced the COVID-19 team; Sharon Dunson, Resident Initiatives Coordinator, Clarence Copeland, Resident Safety Coordinator, Lisa Willingham, Property Manager, and Curtis McGhee. They are putting together plans for how the housing authority will operate after we open back up to the public and also looking into how we can partner with the City to get internet and maybe a few more items for the school aged children. Alan Brown covered funding both operating and capital, for how the money will be spent. Mr. Brown informed the Board that if these funds are not spent by the designated date, we could lose them. Mr. McMahannd informed the Board that we cannot evict anyone

in housing for nonpayment of rent. We have also stopped recertifications and inspections. SEMAP and submitting financial data to HUD has also been postponed. There will be a separate financial sheet for the COVID-19 funds moving forward and more information will be discussed at our June Board Meeting. Commissioner Wilson asked what the results were from the COVID-19 testing. We will have this information at the next meeting as well.

### **HCV Program Presentation**

Mr. McMahan explained that we have had a few challenges with our HCV Program. We have had to reassign staff and Stacy Parris, HCV Coordinator, has been in her position for about 8 months. The program was in a trouble status, but is now in a standard status and we are moving towards high performing status. Mrs. Parris introduced LaKeithia Davis and Jackie Pankey who assist with the program. Mrs. Parris discussed where the program was, where we are today, and where we plan to be by the fiscal year end of 2021. She also spoke about SEMAP and future opportunities for the program. Mr. McMahan also informed the Board that the HCV's Standard Operating Procedures (SOP) book has been completed. We are trying to create a Commissioner portal to be able to see all critical documents for the housing authority, such as the SOP's. The HCV Program will grow in the number of families it serves with the properties that come down and the residents that convert to this program from public housing.

### **Other Business**

Mr. McMahan spoke about what the June Board Meeting will consist of. He requested that the board be ready to make a decision on how many members they would like to be in the new nonprofit, and who will serve. They also need to possibly be ready to elect officers for the AHA board and approve the renovations for Constantine Homes. Mr. McMahan will speak with Chairman Dunn to confirm the time of the June Board Meeting.

### **Executive Session**

The Executive Session was postponed until the June Board Meeting.