

**BOARD OF COMMISSIONERS
OF THE
ANNISTON HOUSING AUTHORITY
Special Called Board Meeting
October 13, 2022**

Members Present: Cynthia Calix, Chairwoman
John Wilson, Vice Chairman
Marcus Dunn, Commissioner
Jim Williams, Commissioner
Kenneth Winsley, Commissioner

Staff Present: Gregg Fortner, Executive Director
Alan Brown, Finance Director
Shazmine Gullett, Executive Assistant
Terri Lloyd, Planning & Development Officer
Clarence Copeland, Resident Safety Manager
Lisa Willingham, Senior Property Manager
Doug Brooks, Technical Advisor
Sharon Dunson, Resident Initiatives Coordinator
Pamela Young, Property Manager

Call to Order

The meeting was called to order by Chairwoman Calix.

Changes to the Agenda

There were no changes to the agenda.

Board Resolution AHA-22-020 Tinsley Manor Renovations

Gregg Fortner, Executive Director, explained that this item was previously discussed with the board, which is focusing on potential health and safety issues with flooring, ceiling, and bathroom fixtures in Tinsley Manor. Mr. Fortner confirmed -that we are within our budget. The board would vote to approve the contract in the amount of \$780,652.44. Vice Chairman Wilson motioned to approve the resolution. Commissioner Williams seconded. All voted unanimously.

WORK SESSION

Police Report

Mr. Fortner elaborated on our reports being public information and suggested that we not use residents' names. We will be sure to put a legend at the bottom of the page. The report will come as it is to Mr. Copeland for his records, and he will remove the names before it goes in the packet.

Resident Safety Report

Glen Addie and Cooper can be removed from the report.

Financial Report

Alan Brown, Finance Director, provided a suggested template for the board to make the report more user-friendly. The template was discussed, and Mr. Brown intends to put more detail in the line items. He is open to more suggestions. The summary of cash balances will be included as well as an overall summary page with footnotes. Mr. Fortner reminded the board that this is what will be in the packet that is exposed to the public. Commissioners are welcome to ask for more information at any time. Vice Chairwoman Calix requested that anything out of the ordinary, or brand-new information be put in the footnotes. All changes are to be highlighted. The properties within the AMPS will also be included in the legend. There is a deficit in the COCC due to the loss of units. As we go through this reengineering process with our budget, we will make sure that we are staffed correctly and noting expenses correctly so that we can get the COCC out of the red.

Planning & Development Report

Terri Lloyd, Planning & Development Officer, created a one-pager that updates when money moves around and shows what is budgeted. It shows the obligation, and we will add the remaining balance and closeout information as well as the deadline for expenditure.

Management Report

Site-based waiting lists, versus agency-wide waiting list, was discussed.

Commissioner Calix added that the write-off report should not show names and only show properties and totals unless commissioners ask for specifics. It should be one page with all totals, court costs, etc. Collection loss is always three months behind. The information cannot be written off until the resident vacates the unit.

Housing Choice Voucher Report

Chairwoman Calix recalled being told that we may have to borrow from one pot from HCV to go into another. Mr. Fortner assured the board that this will be handled. Admin fees have been received, which helped. We are working to get more participants leased up. No changes were requested for this report.

Resident Services Report

Chairwoman Calix requested more information about Fatherhood Initiative. A presentation will be given at the next board meeting. There is a new template proposed for the report. A brief update was also given on the OST Program. The Boys & Girls Club attendance sheet will be updated and altered.

Executive Session

Commissioner Williams motioned to go into Executive Session to discuss personnel matters. Vice Chairman Wilson seconded. All voted unanimously.

Commissioner Williams motioned to come out of Executive Session and Vice Chairman Wilson seconded. All voted unanimously. No action was taken while in Executive Session.

Executive Director's Comments

There were no comments from the Executive Director.

Adjournment

A motion was made by Commissioner Williams to adjourn the meeting. Vice Chairman Wilson seconded. All voted unanimously.