

**BOARD OF COMMISSIONERS
OF THE
ANNISTON HOUSING AUTHORITY
September 28, 2023**

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

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

Call to Order

The meeting was called to order by Chairwoman Calix.

Invocation

The invocation was given by Doug Brooks, Technical Advisor.

Changes to Agenda

Gregg Fortner, Executive Director, pointed out that the write-offs for April were sent out earlier today and we have a handout of the July Safety Report.

Approval of Minutes—July 27, 2023

There was no discussion for the minutes. A motion was made by Commissioner Williams to approve the minutes. The motion was seconded by Vice Chairman Wilson. All voted unanimously.

Approval of Work Session Minutes—September 20, 2023

There was no discussion for the work session minutes. A motion was made by Commissioner Winsley to approve the minutes. The motion was seconded by Commissioner Williams. All voted unanimously.

Board Resolution AHA-23-018 Collection Loss period ending March 31, 2023

The Collection Loss Report represents the total amount of losses from all conventional housing programs administered by AHA. The amounts to be written off by AMPS for residents who vacated units between March 1, 2023 and March 31, 2023. It is recommended that the Board of Commissioners consider and approve the write-off of collection losses in the amount of \$8,970.92 for conventional housing. There were no questions from the board. Commissioner Winsley motioned to approve the collection loss and Vice Chairman Wilson seconded. All voted unanimously.

Board Resolution AHA-23-019 Collection Loss period ending April 30, 2023

The Collection Loss Report represents the total amount of losses from all conventional housing programs administered by AHA. The amounts to be written off by AMPS for residents who vacated units between April 1, 2023 and April 30, 2023. It is recommended that the Board of Commissioners consider and approve the write-off of collection losses in the amount of \$508.45 for conventional housing. There were no questions from the board. Commissioner Winsley motioned to approve the collection loss and Vice Chairman Wilson seconded. All voted unanimously.

Board Resolution AHA-23-020 Lump Sum Payment to Retirees/Beneficiaries

Mr. Fortner explained that every year the state legislature votes on whether retired employees will receive a bonus. The housing authorities then have the option to give the bonus or not. The cost will be \$5,500. Commissioner Williams motioned to approve the lump sum payment. Commissioner Winsley seconded. All voted unanimously.

Board Resolution AHA-23-021 Approval of Executive Director's Contract

There was no discussion from the board. A motion was made by Commissioner Winsley to approve the contract. Vice Chairman Wilson seconded. All voted unanimously.

Police Report

Commissioner Williams confirmed with Mr. Copeland that the foot patrol of the officers will shift to properties as needed.

Resident Safety Report

A man (non-resident) was arrested in Constantine for a shooting. He is now deceased due to coincidentally being shot in Constantine. The shooter, another non-resident, is now in custody.

Mr. Copeland also spoke about the qualifications and stipulations for an officer to work with AHA.

Financial Report

Mr. Brown reported that our cash was up for June \$60K. The COCC had a deficit of \$32K due to additional admin expenses. The AMPS had a surplus of \$18K. The admin program for HCV had a surplus of \$14K. AHA had a surplus of \$15K for the month of July, but a \$28K deficit in the COCC. The AMPS had a \$44K surplus. HCV had an admin

surplus of \$2K and \$15K in HAP. The Commissioners requested a 5-year financial projection.

Planning & Development Report

Mr. Fortner pointed out that we are well into the Glen Addie demolition and Ms. Lloyd informed the board that the Annual Plan is being posted today for public comment on November 8, 2023. Mr. Fortner informed the board that we have been told by our insurance company that the HDC board must have the same members as the AHA board. We are waiting on the final requirements before we get 0 South Allen off the ground. We are also about to put out an RFQ for Architectural and Engineering services.

Management Report

Lisa Willingham, Director of Operations, reported that we ended the month with 93.48%. Our goal is 96% or more, however keeping residents in Constantine is a challenge. They are also moving to the Section 8 program or not paying rent nor honoring their repayment agreements. We have three setouts Monday: one from each AMP. Mr. Fortner confirmed that internal staff is doing majority of the painting and cleaning for the units.

Housing Choice Voucher (Section 8) Report

Antionette Tatum, HCV Coordinator, reported 468 on program for the month of August. Barber Terrace has three vacancies. Mr. Fortner informed the board that Hollyhand was having trouble getting the grass cut up there, so we got it cut for them and billed them. Chairwoman Calix asked when was the last time we procured the lawncare contract. We will have an answer for her soon.

Resident Services Report

In the absence of Ms. Dunson, Mr. Fortner reported that we are working with AOD Credit Union to try and kick off an HCV Homeownership program. We are currently identifying participants that qualify and will host an event to introduce them to the program.

Other Business—CCMR Discussion

The Board has been sent the CCMR information from HUD. The senior staff is meeting on this now and preparing our response. A lot of the corrections are policy driven and the Board will be able to see the changes as we bring the agency plans forward next month. We are also tightening our processes and giving effective training to our staff. Chairwoman Calix stated that she appreciated the process and the benefits it brings to the residents of properly trained staff.

Public Comments

There were no public comments.

Executive Director's Comments

There will be a ribbon cutting on November 6 for the new Dr. Satcher/St. Michael's Clinic and Community Center at 11:00am.

Adjournment

Vice Chairman Wilson motioned to adjourn the meeting. Commissioner Wilson seconded. All voted unanimously.