

**BOARD OF COMMISSIONERS  
OF THE  
ANNISTON HOUSING AUTHORITY  
November 16, 2023**

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

**Staff Present:** Gregg Fortner, Executive Director  
Alan Brown, Finance Director  
Lisa Willingham, Director of Operations  
Terri Lloyd, Planning & Development Officer  
Sharon Dunson, Resident Initiatives Coordinator  
Antionette Tatum, HCV Coordinator  
Doug Brooks, Technical Advisor  
Clarence Copeland, Resident Safety Manager

**Call to Order**

The meeting was called to order by Chairwoman Calix.

**Invocation**

Invocation was carried over from the HDC Meeting.

**Changes to Agenda**

Gregg Fortner, Executive Director, mentioned one change to the agenda, board resolution AHA-23-023, which is collection loss write offs for June 30, 2023, is not ready and has been removed from the agenda. We will bring it to the board at the next meeting.

**Election of Officers**

Mr. Fortner requested a nomination for Board Chair. A nomination was made for Commissioner Calix to remain as board chairwoman. The nomination was seconded. All voted unanimously, and there were no other nominations. Nominations were then closed for this position. The floor was then opened for Vice Chair for AHA. There was a nomination for Commissioner Wilson to remain as board vice chairman. The nomination was seconded and all voted unaimously. There were no other nominations and nominaitons were closed.

Chairwoman Calix announced Jim Williams as chair of our Finance Committee and our Development Committee's chair will be John Wilson.

### **Approval of Minutes—September 28, 2023 & Public Hearing Meeting**

There were no questions or comments from the Board on the minutes. The Public Hearing minutes were not listed on the agenda, but were on the record and need to be approved. A motion was made by Commissioner Winsley to approve the minutes. Vice Chairman Wilson seconded. All voted unanimously.

### **Board Resolutions AHA-23-022 Collection Loss Write-offs for the period ending May 31, 2023**

Vice Chairman Wilson questioned the amount of the write-offs. Mr. Fortner explained that the bulk of amount is one person that we had an administrative miscommunication with a while back. Also unreported income was added after the eviction. There were administrative issues prior to Ms. Willingham taking over as the property manager. Mr. Fortner explained that eviction is a last resort, so these write offs were absolutely necessary. Evictions only happen after counseling, repayment agreements, and other alternatives. Mr. Fortner explained that we are in the business of housing people, however, residents must abide by the lease agreement. Vice Chairman Wilson motioned to approve the write offs. Commissioner Winsley seconded. All voted unanimously.

### **Board Resolution AHA-23-024 2024 Board Meeting Schedule**

Mr. Fortner reminded the Board that schedule can always be changed as this is only a proposed schedule, mirrored from last year's schedule. Chairwoman Calix requested that we move the November meeting up to November 14<sup>th</sup> due to the Thanksgiving holiday. A motion was then made by Vice Chairman Wilson and seconded by Commissioner Winsley to approve the schedule. All voted unanimously.

### **Board Resolution AHA-23-025 Submission of Annual Plan for Fiscal Year Beginning April 1, 2024**

Mr. Fortner said we had one gentleman to show up to the public hearing and give his opinion. A copy of the full plan is advertised in the newspaper, our website and all of our property offices. Mr. Fortner also elaborated on the reason for 5 year and annual plans. Commissioner Williams motioned to approve the submission of the annual plan. Vice Chairman Wilson seconded. All voted unanimously.

### **Board Resolution AHA-23-026 Approval of Admissions and Continued Occupancy Policy (ACOP)**

This is the policy that governs public housing. HOTMA (housing opportunity through modernization act of 2016) has made a lot of changes to our policies that need to go into effect. Vice Chairman Wilson motioned to approve the ACOP and Commissioner Winsley seconded. All voted unanimously.

### **Board Resolution AHA-23-027 Approval of HCV Administrative Plan**

The Admin Plan is Section 8's version of the ACOP. While there were no issues with the content, Commissioner Williams pointed out that the Plan was not numbered correctly. Mr. Fortner assured the Board that this would be taken care of. A motion was made by Vice Chairman Wilson to approve the resolution, with said corrections and adjustments. Commissioner Winsley seconded. All voted unanimously.

### **Board Resolution AHA-23-028 Proposed Flat Rents for Public Housing & Board Resolution AHA-23-029 Proposed Utility Allowances for Public Housing**

Mr. Fortner reiterated on what flat rents are and that they were established to make sure rent isn't higher than an unassisted unit in the area. Vice Chairman Wilson motioned to approve both resolutions. Commissioner Winsley seconded. All voted unanimously.

### **Board Resolution AHA-23-030 Proposed Payment Standards for HCV Program, Board Resolution AHA-23-031 Proposed Utility Allowances for HCV Program, Board Resolution AHA-23-032 Proposed Utility Allowances for Hobson City Apartments**

There were no questions from the Board regarding the HCV resolutions. Mr. Fortner reminded the board that Hobson City does have its own Housing Authority, however, we own a set of apartments in Hobson City.

### **Police Report & Resident Safety Report**

Mr. Copeland reported that two residents were submitted for eviction due to criminal activity. Another resident was set out; their criminal activity occurred in September. Sharon Dunson, Resident Initiatives Coordinator also reported that she gave out information to domestic violence victims.

### **Financial Report**

Alan Brown, Finance Director, informed the board that September was a three-payroll month so the COCC has a deficit for the month. The AMPS have a surplus, as well as HCV. Year to date, the Fatherhood Initiative has a \$14K deficit. They are currently looking into other funding sources.

### **Planning & Development Report**

Doug Brooks, Technical Advisor, informed the board that the Glen Addie demolition is underway and he explained why the demolition company keeps the bricks, instead of AHA. There was also a discussion on some of the fires that have taken place on our properties.

### **Management Report**

Mr. Fortner will have the staff prepare a report showing the fires on our properties in the last six months.

**Housing Choice Voucher (Section 8) Report**

Antionette Tatum, HCV Coordinator, reported on why participants are moved off of the program. Some were terminations, while others were removed from the program because we haven't paid a HAP payment for them in six months due to their income.

**Resident Services Report**

There were no questions from the Board on Resident Services.

**Other Business**

There was no other business.

**Public Comment**

No one from the public was present. No comments were made.

**Executive Director's Comments**

Mr. Fortner wished everyone happy holidays and invited the Board to the Homeownership event for the Section 8 participants.

Commissioner Winsley congratulated Ms. Willingham on the great job she has done in Constantine.

**Adjournment**

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