

MINUTES

HOUSING AUTHORITY OF THE CITY OF ABILENE BOARD OF COMMISSIONERS' MEETING

Meeting of February 28, 2008, 9:30 a.m.

The Housing Authority of the City of Abilene, Texas, met in a Regular Session on February 28, 2008, at 9:30 a.m. in the Cypress Plaza Board Room, 534 Cypress Street. Chairman V.E. Brailsford was present and presided. Other Commissioners present were: Tanya Smith Brice and Kiddy Boswell.

Staff members present were: Ebony Bond, Programs Coordinator/Interim Director; Megan Santee, Assistant Director Planning and Development; Genette Edmond, Public Housing Manager; Stanley Smith, Assistant City Attorney; Paul Falade, Accountant; and Mary Ann Martell, Housing Secretary. Guests present were: Stephanie Baker, Brett Reynolds and David Webb.

CALL TO ORDER

Chairman Brailsford called the meeting to order at 9:37 a.m.

1.0 Routine Announcements, Recognitions and Presentations

1.1. Ebony Bond, Programs Coordinator/Interim Director, informed the Board that Chairman Brailsford has resigned effective 2/29/08. She announced that after the meeting, everyone was invited to a reception honoring him at the Earl B. Williams Community Room.

2.0 Approval of the Minutes of the Regular Meeting held January 17, 2008 and the Special Call Meeting held January 29, 2008.

Commissioner Smith Brice made a motion to accept the minutes of the regular meeting from January 17, 2008, and the Special Call meeting held January 29, 2008. Commissioner Boswell seconded the motion. The Board voted.

AYES: Commissioners Smith Brice, Boswell and Chairman Brailsford

NAYS: None

The motion carried.

3.0 Open discussion for Citizen General Comment and Resident/Landlord Input

David Webb, a Section 8 landlord, was in attendance and presented a few questions to the Board. Discussion occurred on the following items:

- Year-to-date financial statement
- Sweep charges
- Direct deposit for HAP checks

4.0 CONSENT AGENDA

Commissioner Smith Brice pulled Agenda Items 4.1 and 4.2

4.1 Resolution approving a change in application intake to the Housing Authority of the City of Abilene 2007 Administrative Plan.

Discussion occurred on the intake of the application. To provide better customer service, the proposed change states the HA will accept applications everyday, Monday through Friday, from 8 a.m. to 4:30 p.m. Discussion took place on why faxed applications could not be accepted. The Board asked staff to see if faxed applications were prohibited by HUD. Commissioner Smith Brice made a motion to table Agenda Item #4.1 until the next Board meeting. This motion was seconded by Commissioner Boswell. The Board voted.

AYES: Commissioners Smith Brice, Boswell and Chairman Brailsford

NAYS: None

The motion carried.

4.2 Monthly Status Reports

Commissioner Smith Brice pulled this item in order for the reports to be reviewed for clarification.

4.2 a. Public Housing Manager Genette Edmond reviewed the Low Rent Public Housing Status/Financial Report.

The Board requested a copy of the resident's newsletter from Public Housing.

4.2 b. There was no Capital Fund Report for January 2008. A CFP contract will soon be underway for roofing repairs at the Earl B. Williams complex.

4.2 c. The President of Accolade Properties, Stephanie Baker, reviewed the Parkridge Place Apartments Status/Financial Report for January 2008. The Board requested a copy of the annual report for Parkridge Place.

5.0 Old Business

5.1 Commissioner Smith Brice made a motion to take Agenda Item #5.1, discussion and possible action on the Housing Authority's donation to Hope Haven to assist with their challenge grant for the homeless, off the table. Commissioner Boswell seconded the motion. The Board voted.

AYES: Commissioners Smith Brice, Boswell and Chairman Brailsford

NAYS: None

The motion carried.

The Board asked for a report regarding the average donation to Hope Haven in which the reply was anything from \$10 to \$2,500 depending on the donor.

After discussion, the Board requested that Stanley Smith from the Legal Department check to see if there were any stipulations on nonprofits making donations. Also, consensus was that all the Board members should be present to decide. Commissioner Smith Brice made a motion to table the Hope Haven donation discussion. Commissioner Boswell seconded the motion. The

Board voted.

AYES: Commissioners Smith Brice, Boswell and Chairman Brailsford

NAYS: None

The motion carried.

6.0 Regular Agenda

6.1 Ebony Bond reviewed the Section 8 Housing Choice Voucher Program Status/Financial Report for January 2008. She relayed to the Board that HUD has increased funding from \$169,000 to \$288,000 which is more in-line with the Housing Authority's expenditures.

Discussion occurred on lease-up and the action to increase the frequency of pulls from the waiting list.

Ms. Bond also informed the Board that FSS mandatory slots can not be refilled after the person graduates or fulfills their goals. However, there is a voluntary program in which grants are available to help pay for an FSS Coordinator. The Board would like more information on this grant.

Commissioner Smith Brice made a motion to approve Agenda Item #6.1, the Section 8 Housing Choice Voucher Program Status/Financial Report. Commissioner Boswell seconded the motion. The Board voted.

AYES: Commissioners Smith Brice, Boswell and Chairman Brailsford

NAYS: None

The motion carried.

6.2 Update on the assessment from Patterson and Associates for the Housing Authority on becoming a fully independent agency

Megan Santee, Assistant Director for Planning & Development, reported that Gregg & Danielle Swisher visited the Agency for three days visiting with staff and various departments from the City. They are anticipating attending the Board Retreat on 3/05/08 with a draft of the assessment.

6.3 Response to HUD on zero rating SEMAP score for Indicator on Lease-Up

Ebony Bond presented an overview of the SEMAP score for the HA, Housing Choice Voucher Program. Ms. Bond said she will be providing a corrective action plan to HUD regarding lease-up. The Board will be provided all SEMAP documentation.

6.4 Update on 8th Annual Nelrod Conference

Discussion took place regarding the Nelrod Conference. Nelrod provided a binder with the different training tracts and CD's with housing forms, job descriptions, etc. The Board will be provided with the training related to being a commissioner.

6.5 Update on Board Retreat, March 5, 2008

The Board discussed the tentative agenda for the Board Retreat. Several items were asked to be presented such as FSS, SEMAP and PHAS.

7.0 Executive Session

No executive session

8.0 Adjournment

Commissioner Smith Brice made a motion for the meeting to adjourn. This was seconded by Commissioner Boswell. The meeting adjourned at 11:25 a.m.

Kiddy Bosell
Kiddy Boswell, Board Secretary

Dr. Tanya Smith Brice
Dr. Tanya Smith Brice, Board Chair