

# MINUTES

## HOUSING AUTHORITY OF THE CITY OF ABILENE BOARD OF COMMISSIONERS' MEETING A Special Called Meeting April 29, 2008, 3 p.m.

The Board of Commissioners of the Housing Authority of the City of Abilene, Texas, met in a special called meeting on April 29, 2008, at 3 p.m., in the Basement Conference Room, City Hall, 555 Walnut Street. Chairperson Smith Brice was present and presided. Other Commissioners present were: Kiddy Boswell, Mary Island, Larry Holmes, and Cynthia Horton.

Staff members present were: Ebony Bond, Programs Coordinator/Interim Director; Megan Santee, Assistant Director Planning and Development; Stanley Smith, Assistant City Attorney; and Mary Ann Martell, Housing Secretary.

### CALL TO ORDER

**1.0** Chairperson Smith Brice called the meeting to order at 3:07 p.m.

**2.0 Discussion and possible action regarding written notification of pending separation of the Housing Authority and the City of Abilene as required under the Contract.**

Megan Santee stated that under the terms of the contract with the City, either party can terminate the contract with written notice which will be effective 60 days after the date of receipt. There is some flexibility, therefore, termination can be partial or complete.

Discussion followed on the idea that various parts of the contract could be negotiated. For example, legal, accounting and HR responsibilities could be termed, while maintaining other areas. Different parts could be decided upon; however, a date for the deadline would be essential. Other contracts could start within 60 to 90 days.

The Board could initially say 60 days and then work through the contract to negotiate different services which could be specific or general. The Board discussed starting proceedings to obtain an executive director.

PAC has given an estimate of six months to complete the transition. As PAC outlined, the HA would need to attend to these matters immediately:

- obtain a personnel organization
- secure legal counsel
- hire a finance director
- survey the areas of accounting and see what is needed for the HA to manage its own accounting services.

PAC had suggested keeping IT services with the City at this time.

Commissioner Horton made a motion for the Board to provide written notice to the City for termination, immediate upon contract, of HR services, legal counsel and accounting services.

Commissioner Holmes seconded the motion. Discussion followed regarding the E.D. search. Commissioner Horton amended her original motion to terminate services immediately upon contract with HR, legal counsel and accounting and to include on that amendment to modify the contract with the City's Executive Director services. Commissioner Holmes seconded the motion. The legal department will draft the written notice and the Board will review it.

Discussion followed on whether prior to obtaining a new attorney, if Stanley Smith, the HA's current legal counsel, would consult with the new attorney. Mr. Smith assured the Board that he would consult with the new attorney since it is "professionally assumed." Mark Zachary has agreed to represent the HA until an attorney is found.

The Board voted.

AYES: Commissioners Boswell, Holmes, Horton and Island

NAYS: None

***The motion carried.***

It was decided to contact Mark Zachary immediately in order for him to draft the notification with Stanley Smith's assistance so it could be in the May Board packet.

- 4.0** The Board decided to move to 4.0 and go into Executive Session at 3:45 p.m. The Board came out of Executive Session at 4:03 p.m. and resumed the regular meeting.

There was no action taken in Executive Session.

- 3.0 Discussion and possible approval of amendment to the contract with Patterson and Associates Consulting, L.P.**

Commissioner Boswell made a motion to table 3.0. Commissioner Island seconded the motion. The Board voted.

AYES: Commissioners Boswell, Holmes, Horton and Island

NAYS: None

***The motion carried.***

- 5.0 Adjournment**

Commissioner Holmes made a motion to adjourn the meeting. This was seconded by Commissioner Island. The meeting adjourned at 4:05 p.m.

Kiddy Boswell  
Kiddy Boswell, Board Secretary

Dr. Tanya Smith Brice  
Dr. Tanya Smith Brice, Board Chairperson