

## **PUBLIC NOTICE OF MEETING**

**NOTICE IS HEREBY GIVEN THAT A BOARD OF COMMISSIONERS MEETING OF THE HOUSING AUTHORITY OF THE CITY OF ABILENE, TEXAS (THE “ABILENE HOUSING AUTHORITY”) WILL BE HELD BY TELEPHONE AT 9:00 AM ON THE 16th DAY OF December 2020 FOR THE PURPOSE OF CONSIDERING THE FOLLOWING AGENDA ITEMS. ALL AGENDA ITEMS ARE SUBJECT TO ACTION.**

**The Abilene Housing Authority Board of Commissioners reserves the right to meet in a closed session on any agenda item, should the need arise, and, if applicable, pursuant to authorization by Title 5, Chapter 551 of the Texas Government Code.**

In accordance with social distancing guidelines, the Abilene Housing Authority Board room will not be open to the public, and the meeting will be held by telephone. In accordance with the Texas Open Meetings Act or under the provisions provided by the Governor of Texas in conjunction with the Proclamation and Declaration of Disaster enacted March 13, 2020: 1) Board Members of the Abilene Housing Authority may participate in this meeting remotely by telephone; and 2) Members of the public may attend this meeting by telephone by calling in to the following public toll-free dial-in number: **866-899-4679 Access Code 369993277**. This telephone line will remain open from 9:00 am until the end of the meeting. Under Agenda Item 2.0., the opportunity for public comment will be announced and members of the public should identify themselves at that time should he or she choose to make any comments. If the Board goes into executive session during the meeting, the telephone line designated for this meeting will remain open. Should you get disconnected at any time during the meeting, you may call back to the same number and access code that is set forth above to re-join the meeting.

### **AGENDA**

**December 16, 2020**

#### **-CALL TO ORDER-**

- 1.0 Call to Order**
- 2.0 Hear Comments from Public/Residents**
- 3.0 Review and Adopt Minutes of the Previous Meeting(s)**
  - 3.1 Approval of the Regular Board Meeting Minutes from October 21, 2020.**
- 4.0 Review Financial and Other Reports By Consent**

**All items listed below are considered routine by the Abilene Housing Authority Board of Commissioners and will be enacted with one motion. There will be no separate discussions of an item unless a citizen or Board Member requests, at which time it will be removed from the Consent Agenda and considered separately.**

## **Financial Reports**

- 4.1** Low Rent Public Housing Status/Financial Report for **October/November 2020.**
- 4.2** Housing Choice Voucher Status/Financial Report for **October/November 2020.**
- 4.3** Parkridge Place Apartments Status/Financial Report for **October/November 2020.**
- 4.4** Prairie Gardens Apartments Status/Financial Report for **September/October 2020.**

## **Human Resource Report**

- 4.5** Human Resource Report for **October/November 2020.**

## **5.0 Review and Adopt Regular Agenda Items**

- 5.1** Abilene Housing Authority Annual Audit Report
- 5.2** Board Member Evaluation from AHA Staff
- 5.3** Abilene Housing Authority Employee Job Description
- 5.4** Abilene Housing Authority Re-Opening Plan Internally, to the Public and for Board Meetings
- 5.5** Abilene Housing Authority Employee Performance Incentive Bonus
- 5.6** Employment and Evaluation of Chief Executive Officer
- 5.7** Appointment, employment, evaluation, reassignment, duties, discipline or dismissal of Abilene Housing Authority public officers or employees, including but not limited to the Chief Executive Officer and Chief Financial Officer
- 5.8** Internal Monitor Manager Report Relating to Personnel Matters Including but not Limited to Chief Executive Officer

## **6.0 Chief Executive Officer and Other Staff Reports**

### **6.1 Chief Executive Officer's Report**

#### **6.1.1 Operations Report**

- AHA New Employees
- Closing of Programs Waiting Lists
- AHA Board Reappointments
- Foster Youth to Independence Initiative (FYI) Update
- AHA Health Insurance Plan
- Property Insurance Solicitation Update
- Housing Symposium Presentation
- COVID-19 CARES Act Spending

#### **6.1.2 Legal Report: None**

## **7.0 Executive Session**

**The Abilene Housing Authority reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any item on the agenda as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney) which includes the list that is hereafter set forth in the "Executive Session" paragraph, 551.072 (Deliberations about real property) 551.073 (Deliberations about gifts and donations), 551.074 (Personnel matters), 551.087 (Business Prospect/Economic Development) and 551.076 (Deliberations about security devices). After discussion in executive session, any action or vote will be taken in public.**

**8.0 Reconvene**  
Any action, if needed, from Executive Session.

**9.0 Adjournment**

## Certification

I hereby certify that the above notice of the meeting is being posted on the Abilene Housing Authority's website on this 11th day of December, 2020 at 2:15 p.m.

*Tana Kauffman-Hubbard*  
Abilene Housing Authority  
Housing and Community Dev. Dir.

In compliance with the Americans with Disabilities Act, the Abilene Housing Authority will provide for reasonable accommodations for persons attending the Abilene Housing Authority meetings. To better serve you, requests should be received 48 hours prior to the meetings. Please contact **Tana Kauffman-Hubbard, Housing and Community Dev. Director, Abilene Housing Authority** at (325) 676-6385 x6379. Telecommunication device for the deaf is 711 or 1-800-RelayTX.

### **EXECUTIVE SESSION**

In accordance with Texas Government Code, Subchapter D:

#### **(Litigation/Consultation with Attorney) Section 551.071**

The Abilene Housing Authority (AHA) may seek advice from its attorney regarding a pending or contemplated litigation, a settlement offer, or on a matter in which the duty of the attorney representing the AHA under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Texas Government Code, Chapter 551.

In addition to any other item that is described on the Agenda, the following are pending or contemplated litigation subjects which may be discussed in Executive Session: N/A.

#### **(Personnel) Section 551.074**

AHA may deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of public officers or employees, Chief Executive Officer and Chief Financial Officer.

#### **(Real Property) Section 551.072**

AHA may deliberate the purchase, exchange, lease, or value of real property in a closed meeting when deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person.

#### **(Business Prospect/Economic Development) Section 551.087**

AHA may discuss or deliberate on commercial or financial information that has been received from a business prospect that the AHA seeks to conduct economic development negotiations with or deliberate the offer of a financial or other incentive to a business prospect.

#### **(Deliberations about Gifts and Donations) Section 551.073**

AHA may deliberate a negotiated contract for a prospective gift or donation to the AHA if deliberation in an open meeting would have a detrimental effect on the position of the AHA in negotiations with a third person.

#### **(Deliberations about Security Devices) Section 551.076**

AHA may deliberate the deployment, or specific occasions for implementation, of security personnel or devices.