



President and CEO
Dontrelle Young Foster

HOUSING AUTHORITY OF THE BIRMINGHAM DISTRICT

Board of Commissioners

D.G. Pantazis, Jr., Chairman
DeJuana L. Thompson, Vice-Chairperson
Anthony C. Hood, Commissioner
Abra A. Barnes, Commissioner
Alyshia Cook, Commissioner

January 3, 2025

Mr. D.G. Pantazis, Jr., Chairman
Ms. DeJuana L. Thompson, Vice-Chairperson
Mr. Anthony C. Hood, Commissioner
Ms. Abra A. Barnes, Commissioner
Ms. Alyshia Cook, Commissioner
Birmingham, AL 35233

NOTICE OF THE ANNUAL MEETING AND REGULAR MEETING

Notice is hereby given that the annual meeting and regular session of the Board of Commissioners of the Housing Authority of the Birmingham District will be held at 1:30 p.m. **Thursday, January 16, 2025**, at the George W. McCoy Facility, located at 1301 25th Avenue North, Birmingham, Alabama 35204. The meeting will be live-streamed via Zoom. To access the meeting, go to HABD.org for more information.

Sincerely,

Dontrelle Young Foster
President/CEO

DYF: ab



President and CEO
Dontrelle Young Foster

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**The Annual Meeting and
Regular Meeting of the Board of Commissioners
George W. McCoy Building
1301 25th Avenue North
Birmingham, AL 35204**

**Thursday, January 16, 2025
1:30 p.m.
Agenda**

- I. Call to Order**
- II. Roll Call**
- III. Adoption of Agenda**
- IV. Election of Officers for Calendar Year 2025**
- V. Consent Agenda**
 - a. Approval of Minutes, Regular Meeting, November 21, 2024
 - b. President/CEO's Report
 - c. Presentation of Cumulative Low-Income Housing Finance Report for the Period Ended December 31, 2024
 - d. Resolution 12755 -2025, Approval of Charge-Offs for Period Ended November 2024 and December 2024
- VI. Old Business**
 - a. Choice Neighborhoods Update
 - b. Birmingham Tech Hub Designation and Grant
- VII. New Business**
- VIII. Housing Operations**
 - 1. Approval of Award of Contract for Vacant Unit Preparation
 - 2. Approval of Award of Contract for On-Call Tree Maintenance Services

IX. Housing Choice Voucher Program

1. Approval for Revisions to the Administrative Plan for the Housing Choice Voucher Program- Cooper Green PBV Waiting List
2. Approval for Revisions to the Administrative Plan for the Housing Choice Voucher Program- Preference for the Southtown Senior Waiting List

X. Real Estate Development

1. Approval of Award of Contract for Commercial Real Estate Brokerage Services
2. Approval of Revisions to Business Terms for Zimmerman for Collegeville Redevelopment
3. Approval of Revisions to Business Terms for The Parks Companies for Kimbrough Redevelopment
4. Approval to Submit a Low-Income Housing Tax Credit Application for the Redevelopment of Marks Village Phase I

XI. Presentation(s) by Person(s) Desiring to Speak Before HABD Board of Commissioners

XII. Adjournment

**MINUTES OF THE REGULAR MEETING OF COMMISSIONERS FOR THE
HOUSING AUTHORITY OF THE BIRMINGHAM DISTRICT
HELD ON NOVEMBER 21, 2024**

The Commissioners of the Housing Authority of the Birmingham District met in a regular session on Thursday, November 21, 2024, at 1:30 p.m. at the George W. McCoy Facility located in Birmingham, Alabama. The meeting was called to order by Vice-Chair Thompson, and upon roll call, those present and absent were as follows:

PRESENT:

DeJuana L. Thompson, Vice-Chair
Anthony C. Hood, Commissioner
Abra A. Barnes, Commissioner

ABSENT:

D.G. Pantazis, Jr., Chairman

VIRTUAL:

Alyshia Cook, Commissioner

ALSO, PRESENT:

Dontrelle Young Foster, President/CEO
Seth Embry, Senior Advisor and Chief Strategist
Denita Bearden, Chief Administrative Officer
Larry Williams, Chief Housing and Programs Officer
Josephine Banks, Chief Human Resources Officer
Keaira Turner, Director of Strategic Communications
Toraine Clausell, Director of IT Infrastructure & Operations
Ken Foreman, Director of Public Safety
Mukala Celine Nkashama, Finance Manager
Courtney French, General Counsel
Kelley Terry, Policy & Planning Analyst
Roger Malone, Public Safety Assistant
Rendesia Curry, IT Specialist
Emily Nelson, Executive Assistant
Alicia Bibbs, Executive Office Coordinator

Vice-Chair Thompson declared a quorum was present.

Adoption of Agenda

Vice-Chair Thompson acknowledged the adoption of the agenda and requested that the agenda be amended to add a 15-minute executive session after Item 12, "Presentation of Persons Desiring to Speak." Upon motion by Commissioner Hood and seconded by Commissioner Barnes, all voted in favor of the agenda being adopted as amended.

Consent Agenda

Vice-Chair Thompson acknowledged the approval of the consent agenda and asked if any items needed to be removed. There were no objections to the consent agenda, and upon motion by Commissioner Hood and seconded by Commissioner Barnes, the consent agenda was approved.

- a. The Special Meeting Minutes of October 9, 2024, was approved.
The Regular Meeting Minutes of October 17, 2024, was approved.
- b. The President/CEO's Report was accepted.
- c. The Cumulative Low-Income Housing Finance Report for the Period Ending October 30, 2024, was accepted.
- d. Resolution 2024-12740 RESOLVED by the Board of Commissioners of the Housing Authority of the Birmingham District that the President/CEO is hereby authorized to charge off, as of October 31, 2024, the following resident accounts, which were up to 30 days old or more and considered uncollectible.

Elyton Village, Ala. 1-1-----	\$ 0.00
Southtown Court, Ala.1-4R-----	0.00
Marks Village, Ala.1-6-----	7,513.00
Smithfield Court, Ala. 1-9-----	0.00
Tom Brown Village, Ala.1-10-----	22,547.00
Morrell.Todd Homes, Ala.1-11-----	2,828.00
Collegeville Center, Ala.1-13-----	0.00
Harris Homes, Ala. 1-14-----	4,484.00
North Birmingham Homes, Ala.1-16-----	0.00
Cooper Green Homes, Ala.1-17-----	16,213.00
Kimbrough Homes, Ala.1-18-----	17,882.00
Benjamin Green Village, Ala.1-23-----	0.00
Roosevelt City, Ala. 1-30-----	0.00
Mason City I Ala 1-40-----	0.00
Mason City III Ala 1-42-----	0.00
Tuxedo I Ala 1-34-----	0.00
Tuxedo II Ala 1-35-----	0.00
Tuxedo Trace Homes Ala 1-44-----	0.00
Tuxedo Homes Ala 1-46-----	0.00
Freedom Manor Ala 1-21-----	0.00
Total	\$ 71,467.00

When called upon, the following voted as indicated:

YEA

Vice Chair Thompson
Commissioner Hood
Commissioner Barnes

NAY

ABSTAINED

Vice-Chair Thompson indicated that said motion carried.

Old Business

For old business, President Foster called for Ms. Denita Bearden, the Chief Administrative Officer, to present the Housing Authority of Birmingham District's (HABD) Strategic Plan. Ms. Bearden provided an overview of the 2025-2029 Strategic Plan, which includes two primary goals: propelling people and transforming communities. After her presentation, there were no questions or comments, and the Board thanked Ms. Bearden for the update.

New Business

President Foster stated that the CPAB was scheduled to attend the meeting to share the initiatives and outreach they did throughout the year. However, they were unable to attend due to another commitment.

Human Resources

1. Approval of Pay and Grade Structure

Vice-Chair Thompson acknowledged the Approval of the Pay and Grade Structure. Dr. Josephine Banks, Chief Human Resources Officer, indicated that this request is for board approval of the recommended pay and grade structure as a result of the recently completed compensation study. In addition to the proposed pay and grade structure, she would present the U.S. Department of Labor (DOL) final rule under the Fair Labor Standards Act (FLSA), which increased the minimum salary threshold for exempt status positions effective January 1, 2025. Dr. Banks noted that HABD is reviewing its policy and procedure regarding exempt and nonexempt status to ensure compliance and to determine the appropriate status for each position. After a brief discussion, upon motion by Commissioner Hood and seconded by Commissioner Barnes, the following resolution was unanimously adopted.

RESOLUTION NO. 12741

RESOLVED by the Board of Commissioners of the Housing Authority of the Birmingham District that the President/CEO adopt the recommended pay and grade structure; make salary adjustments for employees that fall below the recommended salary range minimum and below the January Fair Labor Standards Act (FLSA) threshold amount; adjust for pay compression; and make exemption status changes to align with the FLSA/DOL. Changes are to be effective

January 1, 2025.

New salary ranges and FLSA exemption statuses will be implemented as positions are posted and/or as soon as possible.

When called upon, the following voted as indicated:

YEA

NAY

ABSTAINED

Vice Chair Thompson
Commissioner Hood
Commissioner Barnes

Vice-Chair Thompson indicated that said motion carried.

Property Operations

1. Approval of Award of Contract for On-Call Plumbing Services

Vice-Chair Thompson acknowledged the Approval of Award of Contract for On-Call Plumbing Services. Mr. Larry Williams, Chief Housing and Operations Officer, indicated that the purpose of this request is to obtain board approval to award a contract for on-call plumbing, sewer, and drain services. An Invitation for Bid (IFB) was published on September 13, 2024, for plumbing, sewer, and drain services. The Housing Agency Marketplace reported that twenty-four contractors viewed the solicitation, two (2) contractors submitted bids, and one was deemed non-responsive and non-responsible. A&E Plumbing Services submitted a bid that was deemed the lowest responsive and responsible bid. Therefore, management recommended awarding a contract to A&E Plumbing Services. The service will supplement the current plumbing contractor to ensure we have sufficient resources to address urgent or unexpected plumbing issues. Upon motion by Commissioner Hood and seconded by Commissioner Barnes, the following resolution was unanimously adopted:

RESOLUTION NO. 12742

RESOLVED by the Board of Commissioners of the Housing Authority of the Birmingham District that the President/CEO is hereby authorized to enter into a contract with A&E Plumbing Services to provide on-call plumbing services.

When called upon, the following voted as indicated:

YEA

NAY

ABSTAINED

Vice-Chair Thompson
Commissioner Hood
Commissioner Barnes

Vice-Chair Thompson indicated that said motion carried.

2. **Approval of Award of Contract for Solid Waste Removal Services**

Vice-Chair Thompson acknowledged the Approval of Award of Contract for Solid Waste Removal Services. Mr. Larry Williams, Chief Housing and Programs Officer, indicated that this request is to obtain board approval to award a contract for solid waste removal services at various Housing Communities throughout the City of Birmingham and as needed for the HABD Central Office and Leased Housing/Section 8 Office. An Invitation for Bid was issued on September 24, 2024. The Housing Agency Marketplace reported that sixteen contractors viewed the solicitation, and one (1) contractor submitted a bid that was deemed responsive and responsible. Republic Services submitted the lowest responsive and responsible bid. Therefore, management recommended awarding a contract to Republic Services. After a brief discussion, upon motion by Commissioner Barnes and seconded by Commissioner Hood, the following resolution was unanimously adopted:

RESOLUTION NO. 12743

RESOLVED by the Board of Commissioners of the Housing Authority of the Birmingham District that the President/CEO is hereby authorized to enter into a contract with Republic Services to provide solid waste removal services.

When called upon, the following voted as indicated:

YEA

NAY

ABSTAINED

Vice-Chair Thompson
Commissioner Hood
Commissioner Barnes

Vice-Chair Thompson indicated that said motion carried.

Rental Assistance Programs

1. **Approval to Revise the Section 8 Utility Allowances**

Vice-Chair Thompson acknowledged the Approval to Revise the Section 8 Utility Allowances. Mr. Larry Williams indicated that this request is for approval to revise the Housing Authority of Birmingham District's (HABD) Section 8 Utility Allowance payments applicable to tenant-purchased utilities in compliance with federal regulations. According to these regulations, a Public Housing Authority must review its utility allowance schedule each year and adjust the allowance for any utility category if there has been a change of 10% or more.

Since the last update for utility allowances, changes have exceeded 10%, necessitating this revision to align with HUD regulations. The new rates will take effect on January 1, 2025. Mr. Williams also noted that the proposed revision could have an economic impact on the

conventional operating budget, depending on whether the new rates are higher or lower than those from the previous year. Upon motion by Commissioner Hood and seconded by Commissioner Barnes, the following resolution was unanimously adopted:

RESOLUTION NO. 12744

RESOLVED by the Board of Commissioners of the Housing Authority of the Birmingham District that the Chairman be and he is authorized to execute the documents to approve the implementation of the revised Section 8 Utility Allowance Schedule.

RESOLVED FURTHER that the President/CEO is authorized to implement the revision of the Section 8 Utility Allowance Schedule effective January 1, 2025.

When called upon, the following voted as indicated:

YEA

NAY

ABSTAINED

Vice-Chair Thompson
Commissioner Hood
Commissioner Barnes

Vice-Chair Thompson indicated that said motion carried.

2. Approval to Revise the Section 8 Utility Allowances, Gadsden Area

Vice-Chair Thompson acknowledged the Approval to Revise the Section 8 Utility Allowances for the Greater Gadsden Area. Mr. Larry Williams indicated that this request for approval is similar to that of the metropolitan area. This revision will permit HABD to adopt the current Section 8 Utility Allowance schedule approved by the Greater Gadsden Housing Authority (GGHA), which will take effect on January 1, 2025. This schedule will apply to all new move-ins and, where applicable, to existing residents during their annual recertifications on or after January 1, 2025. Upon motion by Commissioner Hood and seconded by Commissioner Barnes, the following resolution was unanimously adopted:

RESOLUTION NO. 12745

RESOLVED by the Board of Commissioners of the Housing Authority of the Birmingham District that the Chairman be and he is authorized to execute the documents to approve the implementation of the revised Section 8 Utility Allowance Schedule 2025 for Gadsden Area.

RESOLVED FURTHER that the President/CEO is authorized to implement the revision of the Section 8 Utility Allowance Schedule 2025 for the Gadsden Area effective January 1, 2025.

When called upon, the following voted as indicated:

YEA

NAY

ABSTAINED

Vice-Chair Thompson
 Commissioner Hood
 Commissioner Barnes

3. **Approval to Revise the Voucher Payment Standards, Gadsden Area MSA**

Vice-Chair Thompson acknowledged the approval to revise the voucher payment standards for Gadsden MSA. Mr. Larry Williams indicated that the purpose of this revision is to obtain Board approval to establish a revised Section 8 Housing Choice Voucher Payment Standards for the Gadsden Area Metropolitan Statistical Area. These standards will reflect 120% of the current Small Area Fair Market Rents for qualified units in the Gadsden Metropolitan Statistical Area. The Housing Authority of the Birmingham District must maintain a Payment Standard schedule for the Section 8 Housing Choice Voucher Program for each metropolitan statistical area it serves. HABD applied for a Small Area Fair Market Rent waiver. HABD will implement a Payment Standard of 110% of the Small Area Fair Market Rents if this approval is denied. Upon motion by Commissioner Hood and seconded by Commissioner Barnes, the following resolution was unanimously adopted:

RESOLUTION NO. 12747

RESOLVED by the Board of Commissioners of the Housing Authority of the Birmingham District that the Chairman be and he is authorized to execute the documents to approve the implementation of the revised Section 8 Voucher Payment Standard Schedule, Gadsden Area MSA.

RESOLVED FURTHER that the President/CEO is authorized to implement the revision of the Section 8 Voucher Payment Standard Schedule, Gadsden Area MSA, effective January 1, 2025.

When called upon, the following voted as indicated:

YEA

NAY

ABSTAINED

Vice-Chair Thompson
 Commissioner Hood
 Commissioner Barnes

Vice-Chair Thompson indicated that said motion carried.

4. **Approval to Revise the Voucher Payment Standards for Small Area Fair Market Rents (SAFMRs)**

Vice-Chair Thompson acknowledged the approval to revise the Voucher Payment Standards

for Small Area Fair Market Rents. Mr. Larry Williams indicated that the purpose of this revision is to obtain Board approval to update the exception schedule to 120% of the Fiscal Year 2025 Small Area Fair Market Rents for qualified units located in specified zip code areas, effective January 1, 2025. Utilizing the exception, SAFMR allows Housing Choice Voucher (HCV) participants to access high-opportunity neighborhoods with lower poverty rates by providing a subsidy sufficient to cover rents in those areas. This approach aims to decrease the number of voucher families living in areas with high poverty concentrations and alleviate their rent burdens. The Department of Housing and Urban Development (HUD) publishes SAFMR rates annually. Public Housing Authorities (PHAs) are responsible for analyzing whether the implementation of SAFMRs will help families find housing in high-opportunity areas or lead to any negative impacts. Upon motion by Commissioner Hood and seconded by Commissioner Barnes, the following resolution was unanimously adopted:

RESOLUTION NO. 12748

RESOLVED by the Board of Commissioners of the Housing Authority of the Birmingham District that the Chairman is authorized to execute the documents for approval of the Adoption of the 2025 Exception Payment Standards for Small Area Fair Market Rents (SAFMRs).

RESOLVED FURTHER that the President/CEO is authorized to implement the adoption of the 2025 Exception Payment Standard for Small Area Fair Market Rents (SAFMRs) effective January 1, 2025.

When called upon, the following voted as indicated:

YEA

NAY

ABSTAINED

Vice-Chair Thompson
Commissioner Hood
Commissioner Barnes

Vice-Chair Thompson indicated that said motion carried.

Executive

1. Approval of the Property Naming and Renaming Policy

Vice-Chair Thompson acknowledged the Approval of the Property Naming and Renaming Policy. Mr. Seth Embry, Senior Advisor and Chief Strategist, indicated that this request is for Board approval to authorize the President/CEO to revise the current HABD Principles and Procedures in Renaming Property to be known as the HABD Property Naming and Renaming Policy. This policy will govern the assignment of names to HABD property, including, but not limited to, new properties that are to be constructed or acquired, existing properties that are undergoing major or minor renovations, or existing properties that are not undergoing renovations. The policy is applicable to residential and administrative buildings.

Under the proposed revisions, the President/CEO will appoint a committee to propose suggestions to the President/CEO. Ultimately, the President/CEO has the authority to submit names to the Board, which maintains the authority to accept, reject, or modify any suggestions. After a brief discussion, upon motion by Commissioner Barnes and seconded by Commissioner Hood, the following resolution was unanimously adopted.

RESOLUTION NO. 12749

RESOLVED by the Board of Commissioners of the Housing Authority of the Birmingham District that the President/CEO is hereby authorized to revise the HABD Principles and Procedures in Renaming Property.

When called upon, the following voted as indicated:

YEA

NAY

ABSTAINED

Vice Chair Thompson
Commissioner Hood
Commissioner Barnes

Vice-Chair Thompson indicated that said motion carried.

2. **Approval of the HABD Reasonable Accommodation and Reasonable Modification Policy and Procedures**

Vice-Chair Thompson acknowledged the Approval of the HABD Reasonable Accommodation and Reasonable Modification Policy and Procedures. Ms. Kelley Terry, Policy and Planning Analyst, indicated that the purpose of this request is to obtain Board approval for the adoption of the HABD Reasonable Accommodation and Reasonable Modification Policy and Procedures. As detailed in the PHA Plan, the Housing Authority of the Birmingham District (HABD) has established goals and strategies to ensure compliance with fair housing laws. HABD seeks to enhance its commitment to fair housing by implementing the HABD Reasonable Accommodation and Reasonable Modification Policy and Procedures, providing clear guidance for processing requests from residents, participants, and applicants. After a brief discussion, upon motion by Commissioner Hood and seconded by Commissioner Barnes, the following resolution was unanimously adopted.

RESOLUTION NO. 12750

RESOLVED by the Board of Commissioners of the Housing Authority of the Birmingham District that the President/CEO is hereby authorized to adopt the HABD Reasonable Accommodation and Reasonable Modification Policy and Procedures.

When called upon, the following voted as indicated:

YEA

NAY

ABSTAINED

Vice Chair Thompson
 Commissioner Hood
 Commissioner Barnes

Vice-Chair Thompson indicated that said motion carried.

Real Estate Development

1. Approval to Amend the Business Terms with Paces-Soho for Cooper Green Redevelopment

Vice-Chair Thompson acknowledged the approval to amend the business terms with Paces-Soho for Cooper Green Redevelopment. Mr. Seth Embry indicated that the previously approved Business Terms allowed HABD to reimburse the developer 50% of approved pre-development expenses, up to \$500,000. At this time, HABD proposes to increase the limit to 75% of approved expenses. Staff recommend this increase to assure the effective use of available capital funds. All predevelopment expenses will be reimbursed at closing, which is projected to occur in mid-December 2024. After a brief discussion, upon motion by Commissioner Barnes and seconded by Commissioner Hood, the following resolution was unanimously adopted.

RESOLUTION NO. 12753

RESOLVED by the Board of Commissioners of the Housing Authority of the Birmingham District that the President / CEO is hereby authorized to amend the Business Terms with Paces-Soho for Cooper Green Homes redevelopment;

FURTHER RESOLVED that the President/ CEO is hereby authorized to execute any and all documentation necessary to effectuate the revised business terms, including, but not limited to, the Master Development Agreement, Predevelopment Loan Agreement, and Capital Fund plan documents.

When called upon, the following voted as indicated:

YEA

NAY

ABSTAINED

Vice Chair Thompson
 Commissioner Hood
 Commissioner Barnes

Vice-Chair Thompson indicated that said motion carried.

2. Confirmation of Board Members of Magic City Housing Development Corporation

Vice-Chair Thompson acknowledged the approval of the confirmation of board members of the Magic City Housing Development Corporation. Mr. Seth Embry indicated that due to the

impending closing of several housing redevelopment projects, including Cooper Green, as a part of the closing commitments, it is required to provide confirmation for the board of directors for all parties participating in the project. Magic City Housing Development Corporation (MCHDC) plays a pivotal role in redevelopment as a member of each newly formed partnership that holds or operates the redevelopment, reserving certain rights to purchase the project and maintain required ownership controls. Therefore, a quorum must remain in order to conduct business as needed to continue facilitating HABD's affordable housing initiatives.

MCHDC seeks to elect additional Directors to facilitate the closing of the Cooper Green Homes redevelopment project, scheduled for December 2024, and will serve until the next annual meeting. After a brief discussion, upon motion by Commissioner Hood and seconded by Commissioner Barnes, the following resolution was unanimously adopted.

RESOLUTION NO. 12754

RESOLVED that the Board of Commissioners of the Housing Authority of the Birmingham District ("the Authority"), in a duly called meeting held on the 21st day of November 2024, with a quorum present:

WHEREAS, per the Articles of Incorporation of Magic City Housing Development Corporation (MCHDC) as recorded in Instrument No. 2000001/7939 in the Probate Court of Jefferson County, Alabama, the Authority is required to confirm in writing the proposed fulfillment of any director vacancy before the director is eligible to begin service, as provided in its Article VII, to wit: "no subsequent director elected to fill any vacancy shall be a director until such director is confirmed in writing by the Housing Authority of the Birmingham District."

WHEREAS, it is the responsibility of the Authority to fill vacancies that occur through an affirmative vote of the majority of remaining directors of MCHDC, as provided in Article 3.2 of the by-laws;

WHEREAS, MCHDC, during a special-called meeting on November 13, 2024, with its remaining member, Seth Embry, voted to fill two director vacancies with:

1. James Hawkins
2. Denita Bearden

BE IT THEREFORE RESOLVED that James Hawkins and Denita Bearden are hereby approved to fill two director vacancies on MCHDC, and such appointment as directors shall become effective immediately.

When called upon, the following voted as indicated:

YEA
Vice Chair Thompson

NAY

ABSTAINED

Commissioner Hood
Commissioner Barnes

Vice-Chair Thompson indicated that said motion carried.

Presentation of Person(s) Desiring to Speak Before the Board of Commissioners

There were no speakers desiring to speak before the Board of Commissioners.

Executive Session

Vice Chair Thompson acknowledged the executive session. Attorney French indicated that the subject matter was appropriate for an executive session under Alabama Code 36-25A-7-1. Upon motion by Commissioner Hood and seconded by Commissioner Barnes, the Board went into executive session for approximately 15 minutes.

When called upon, the following voted as indicated:

YEA

NAY

ABSTAINED

Vice Chair Thompson
Commissioner Hood
Commissioner Barnes

Vice Chair Thompson indicated that said motion carried.

After the executive session, Vice Chair Thompson called the meeting back to order. Commissioner Hood motioned to end the executive session, and Commissioner Barnes seconded the motion.

When called upon, the following voted as indicated:

YEA

NAY

ABSTAINED

Vice Chair Thompson
Commissioner Hood
Commissioner Barnes

Vice Chair Thompson indicated that said motion carried.

Vice Chair Thompson mentioned one other business to come before the Board. Commissioner Barnes moved that the Board of Commissioners of the Housing Authority of the Birmingham District authorize a compensation bonus to the President and CEO in accordance with her employment agreement, which Commissioner Hood seconded.

When called upon, the following voted as indicated.

YEA

Vice Chair Thompson
Commissioner Hood
Commissioner Barnes

NAY

ABSTAINED

Vice Chair Thompson indicated that said motion carried.

Adjournment

There was no further business to come before the Board upon motion, and second, the meeting was duly adjourned.

Chairman

ATTEST:

Secretary

HOUSING AUTHORITY OF THE BIRMINGHAM DISTRICT
Board of Commissioners' Meeting
Agenda Item
Control Document

HABD Staff Representative: Melanie Baker, Director of Finance and Accounting

Date: Friday, January 10, 2025

Department Finance and Accounting

Board of Commissioners' Meeting Date: Thursday, January 16, 2025, at 1:30 p.m.

Board Agenda Item(s):

1. Monthly Financial Report
2. November and December 2024 Charge-offs
3. Contract Register

Board of Commissioners' Committee Meeting Date/Time: Friday, January 10, 2025 at 10:00 a.m.

Approved by: Dontrelle Young Foster / 1/9/2025
Dontrelle Young Foster
President/CEO/Contracting Officer
Date

Duration of Presentation: 10 Minutes

Board Agenda Topic (Narrative):

Extract from Minutes of Committee Meeting:

Specimen copy of the HABD Attorney's opinion relative to the form, content, and legality of the proposed agenda item(s), if applicable (*attached*). Yes / No (*circle one*)

Department's Committee's Certification:

We have reviewed the above-referenced Board of Commissioners' agenda items, together with the related and supportive documents, and have found them satisfactory. We further concur with the Staff's recommendation to place them on the approved, final agenda to be presented to the Board for appropriate action with respect to the adoption of the resolution(s) approving and/or authorizing the execution of the said action(s).

HABD Board Committee Member: Chairman Pantazis Date: 1/10/25

HABD Board Committee Member: Commissioner Barnes Date: 1/10/25

HABD Staff Member: Melanie Baker Date: 1/10/25



President and CEO
Dontrelle Young Foster

HOUSING AUTHORITY OF THE BIRMINGHAM DISTRICT

Board of Commissioners
D.G. Pantazis, Jr., Chairman
DeJuana L. Thompson, Vice-Chairperson
Anthony C. Hood, Commissioner
Abra A. Barnes, Commissioner
Alyshia Cook, Commissioner

REQUEST FOR BOARD ACTION

January 16, 2025

RESOLUTION

RESOLVED by the Commissioners of the Housing Authority of The Birmingham District that the President/CEO is hereby authorized to charge off as of November 30, 2024, the following resident accounts, which are up to 30 days old and considered uncollectible, detailed as per attached sheet.

Development	No.	Amount
Elyton	ALA 1-1	\$794.50
Southtown	ALA 1-4	\$0.00
Marks Village	ALA 1-6	\$0.00
Smithfield Court	ALA 1-9	\$0.00
Tom Brown Village	ALA 1-10	\$13,973.00
Morrell Todd	ALA 1-11	\$3,490.00
Collegeville Center	ALA 1-13	\$960.00
Harris Homes	ALA 1-14	\$0.00
North Birmingham Homes	ALA 1-16	\$9,902.00
Cooper Green Homes	ALA 1-17	\$401.00
Kimbrough Homes	ALA 1-18	\$2,118.00
Benjamin Greene	ALA 1-23	\$1,217.43
Roosevelt City	ALA 1-30	\$0.00
Mason City I & III	ALA 1-40/1-42	\$0.00
Tuxedo I	ALA 1-34	\$1,610.00
Tuxedo II	ALA 1-35	\$0.00
Tuxedo Trace Homes	ALA 1-44	\$0.00
Tuxedo Homes	A146	\$0.00
Freedom Manor	ALA 621	\$0.00
	Total	\$34,465.93

Disclosure Note: HUD regulations allow all vacated account balances that are in excess of 30 days to be charged off. Approval of these charge-offs by the Board of Commissioners enables the Authority to turn these vacated accounts over for collection. All accounts with balances that are \$200.00 or more are turned over for collection.

1826 3rd Avenue, South, P.O. Box 55906, Birmingham, Alabama 35255-5906
Telephone (205) 324-0641

TENANTS ACCOUNTS CHARGED TO COLLECTION LOSS
(TO BE CHARGED OFF AS OF JANUARY 16, 2025)

FOR PERIOD ENDED NOVEMBER 30, 2024

Development Name	No. of Tenants per Site	Rent Amount	Late Fees	Maintenance Charges	Legal Fees	Retro Rent	Less Security Deposit	Fees Incurred after Issuance of WRIT	Total	Previous Month
Elyton AL 1-1	2	694.50	-	100.00	-	-	-	-	794.50	-
Southtown AL 1-4R	0	-	-	-	-	-	-	-	-	-
Marks Village AL 1-6	0	-	-	-	-	-	-	-	-	7,513.00
Smithfield Court AL 1-9	0	-	-	-	-	-	-	-	-	-
Tom Brown AL 1-10	1	13,662.00	-	311.00	-	-	-	-	13,973.00	22,547.00
Morell Todd AL 1-11	4	3,490.00	-	-	-	-	-	-	3,490.00	2,828.00
Collegeville AL 1-13	1	1,035.00	-	-	-	-	(75.00)	-	960.00	-
Harris Homes AL 1-14	0	-	-	-	-	-	-	-	-	4,484.00
North Birmingham AL 1-16	4	7,354.00	-	2,548.00	-	-	-	-	9,902.00	-
Cooper Green AL 1-17	1	476.00	-	-	-	-	(75.00)	-	401.00	16,213.00
Kimbrough AL1-18	3	2,243.00	-	100.00	-	-	(225.00)	-	2,118.00	17,882.00
Benjamin Greene AL 1-23	2	1.00	-	1,291.43	-	-	(75.00)	-	1,217.43	-
Roosevelt City AL 1-30	0	-	-	-	-	-	-	-	-	-
Tuxedo Court I AL-134	1	1,910.00	-	-	-	-	(300.00)	-	1,610.00	-
Tuxedo Court II AL-135	0	-	-	-	-	-	-	-	-	-
Mason City Homes III AL-142	0	-	-	-	-	-	-	-	-	-
Freedom Manor AL-621	0	-	-	-	-	-	-	-	-	-
Grand Total	19	30,865.50	-	4,350.43	-	-	(750.00)	-	34,465.93	71,467.00

	No. Accts Charged Off Prior Year	Amount of Charge Off Prior Year	No. Accts Charged off Current Year	Amount of Charge Off Current Year	Amount Collected by HABD General Counsel	No. Accts Charged Sent for Collection	Amount Sent for Collection	Amount Intercepted by MIS System	Net Amount
June 2023	7	7,158.57	25	42,829.57	1,859.87	25	42,829.57	-	40,969.70
July 2023	42	86,272.96	39	104,396.01	973.00	39	104,396.01	-	103,423.01
August 2023	30	60,973.64	40	94,608.77	3,583.79	40	94,608.77	-	91,024.98
September 2023	23	33,390.07	36	86,380.50	813.18	36	86,380.50	-	85,567.32
October 2023	30	41,691.41	36	99,568.27	275.89	36	99,568.27	-	99,292.38
November 2023	25	62,676.13	20	109,535.11	1,157.40	20	109,535.11	-	108,377.71
December 2023	19	21,076.91	13	32,479.71	1,582.00	13	32,479.71	-	30,897.71
January 2024	62	94,617.31	22	88,948.16	3,395.26	22	88,948.16	-	85,552.90
February 2024	32	54,328.81	24	59,179.87	11,027.30	24	59,179.87	-	48,152.57
March 2024	19	37,872.40	39	58,907.13	8,271.68	39	58,907.13	-	50,635.45
April 2024	20	50,123.94	28	117,648.41	2,048.33	28	117,648.41	-	115,600.08
May 2024	20	59,180.13	36	76,534.32	4,568.87	36	76,534.32	-	71,965.45
June 2024	25	42,829.57	21	47,745.57	1,308.37	21	47,745.57	-	46,437.20
July 2024	39	104,396.01	55	165,348.66	2,817.91	55	165,348.66	-	162,530.75
August 2024	40	94,863.77	34	72,799.83	3,159.11	34	72,799.83	-	69,640.72
September 2024	36	86,380.50	29	76,595.80	5,640.31	29	76,595.80	-	70,955.49
October 2024	17	99,568.27	17	71,467.00	2,664.19	17	71,467.00	-	68,802.81
November 2024	20	109,535.11	19	34,465.93	47.00	-	-	-	34,418.93
									-
									-

Running Year Total	1,146,935.51	533	1,439,438.62	55,193.46	514	1,404,972.69	-	1,384,245.16
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Dontrelle Young-Foster
President/CEO



President and CEO
Dontrelle Young Foster

HOUSING AUTHORITY OF THE BIRMINGHAM DISTRICT

Board of Commissioners
D.G. Pantazis, Jr., Chairman
DeJuana L. Thompson, Vice-Chairperson
Anthony C. Hood, Commissioner
Abra A. Barnes, Commissioner
Alyshia Cook, Commissioner

REQUEST FOR BOARD ACTION

January 16, 2025

RESOLUTION

RESOLVED by the Commissioners of the Housing Authority of The Birmingham District that the President/CEO is hereby authorized to charge off as of December 31, 2024, the following resident accounts, which are up to 30 days old and considered uncollectible, detailed as per attached sheet.

Development	No.	Amount
Elyton	ALA 1-1	\$848.00
Southtown	ALA 1-4	\$0.00
Marks Village	ALA 1-6	\$3,473.00
Smithfield Court	ALA 1-9	\$9,863.00
Tom Brown Village	ALA 1-10	\$14917.00
Morrell Todd	ALA 1-11	\$0.00
Collegeville Center	ALA 1-13	\$1,006.00
Harris Homes	ALA 1-14	\$0.00
North Birmingham Homes	ALA 1-16	\$1,259.55
Cooper Green Homes	ALA 1-17	\$1,683.00
Kimbrough Homes	ALA 1-18	\$10,858.00
Benjamin Greene	ALA 1-23	\$183.00
Roosevelt City	ALA 1-30	\$0.00
Mason City I & III	ALA 1-40/1-42	\$0.00
Tuxedo I	ALA 1-34	\$0.00
Tuxedo II	ALA 1-35	\$0.00
Tuxedo Trace Homes	ALA 1-44	\$0.00
Tuxedo Homes	A146	\$0.00
Freedom Manor	ALA 621	\$0.00
	Total	<u>\$44,090.55</u>

Disclosure Note: HUD regulations allow all vacated account balances that are in excess of 30 days to be charged off. Approval of these charge-offs by the Board of Commissioners enables the Authority to turn these vacated accounts over for collection. All accounts with balances that are \$200.00 or more are turned over for collection.

1826 3rd Avenue, South, P.O. Box 55906, Birmingham, Alabama 35255-5906
Telephone (205) 324-0641

TENANTS ACCOUNTS CHARGED TO COLLECTION LOSS
(TO BE CHARGED OFF AS OF JANUARY 16, 2025)

FOR PERIOD ENDED DECEMBER 31, 2024

Development Name	No. of Tenants per Site	Rent Amount	Late Fees	Maintenance Charges	Legal Fees	Retro Rent	Less Security Deposit	Fees Incurred after Issuance of WRIT	Total	Previous Month
Elyton AL 1-1	2	798.00	-	200.00	-	-	(150.00)	-	848.00	794.50
Southtown AL 1-4R	0	-	-	-	-	-	-	-	-	-
Marks Village AL 1-6	4	1,875.00	-	1,597.00	-	-	-	-	3,473.00	-
Smithfield Court AL 1-9	2	10,013.00	-	-	-	-	(150.00)	-	9,863.00	-
Tom Brown AL 1-10	4	14,470.00	-	672.00	-	-	(225.00)	-	14,917.00	13,973.00
Morell Todd AL 1-11	0	-	-	-	-	-	-	-	-	3,490.00
Collegeville AL 1-13	1	1,081.00	-	-	-	-	(75.00)	-	1,006.00	960.00
Harris Homes AL 1-14	0	-	-	-	-	-	-	-	-	-
North Birmingham AL 1-16	2	-	-	1,259.55	-	-	-	-	1,259.55	9,902.00
Cooper Green AL 1-17	1	1,758.00	-	-	-	-	(75.00)	-	1,683.00	401.00
Kimbrough AL1-18	3	10,710.00	-	373.00	-	-	(225.00)	-	10,858.00	2,118.00
Benjamin Greene AL 1-23	1	183.00	-	-	-	-	-	-	183.00	1,217.43
Roosevelt City AL 1-30	0	-	-	-	-	-	-	-	-	-
Tuxedo Court I AL-134	0	-	-	-	-	-	-	-	-	1,610.00
Tuxedo Court II AL-135	0	-	-	-	-	-	-	-	-	-
Mason City Homes III AL-142	0	-	-	-	-	-	-	-	-	-
Freedom Manor AL-621	0	-	-	-	-	-	-	-	-	-
Grand Total	20	40,889.00	-	4,101.55	-	-	(900.00)	-	44,090.55	34,465.93

	No. Accts Charged Off Prior Year	Amount of Charge Off Prior Year	No. Accts Charged off Current Year	Amount of Charge Off Current Year	Amount Collected by HABD General Counsel	No. Accts Charged Sent for Collection	Amount Sent for Collection	Amount Intercepted by MIS System	Net Amount
July 2023	42	86,272.96	39	104,396.01	973.00	39	104,396.01	-	103,423.01
August 2023	30	60,973.64	40	94,608.77	3,583.79	40	94,608.77	-	91,024.98
September 2023	23	33,390.07	36	86,380.50	813.18	36	86,380.50	-	85,567.32
October 2023	30	41,691.41	36	99,568.27	275.89	36	99,568.27	-	99,292.38
November 2023	25	62,676.13	20	109,535.11	1,157.40	20	109,535.11	-	108,377.71
December 2023	19	21,076.91	13	32,479.71	1,582.00	13	32,479.71	-	30,897.71
January 2024	62	94,617.31	22	88,948.16	3,395.26	22	88,948.16	-	85,552.90
February 2024	32	54,328.81	24	59,179.87	11,027.30	24	59,179.87	-	48,152.57
March 2024	19	37,872.40	39	58,907.13	8,271.68	39	58,907.13	-	50,635.45
April 2024	20	50,123.94	28	117,648.41	2,048.33	28	117,648.41	-	115,600.08
May 2024	20	59,180.13	36	76,534.32	4,568.87	36	76,534.32	-	71,965.45
June 2024	25	42,829.57	21	47,745.57	1,308.37	21	47,745.57	-	46,437.20
July 2024	39	104,396.01	55	165,348.66	2,817.91	55	165,348.66	-	162,530.75
August 2024	40	94,863.77	34	72,799.83	3,159.11	34	72,799.83	-	69,640.72
September 2024	36	86,380.50	29	76,595.80	5,640.31	29	76,595.80	-	70,955.49
October 2024	17	99,568.27	17	71,467.00	2,664.19	17	71,467.00	-	68,802.81
November 2024	20	109,535.11	19	34,465.93	47.00	-	-	-	34,418.93
December 2024	14	32,479.71	20	44,090.55	-	-	-	-	44,090.55
									-
									-

Running Year Total		1,172,256.65	528	1,440,699.60	53,333.59	489	1,362,143.12	-	1,387,366.01
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Dontrelle Young-Foster
President/CEO

HOUSING AUTHORITY OF THE BIRMINGHAM DISTRICT
Board of Commissioners'
Meeting Agenda Item
Control Document

Date: January 9, 2025

HABD Staff Representative: Larry Williams, Chief Housing Programs Officer

Department: Housing Operations

Board of Commissioners' Meeting (Date): Thursday, January 16, 2025 @1:30 p.m.

Board Agenda Item(s):

1. Approval of Award of Contract for Vacant Unit Preparation
2. Approval of Award of Contract for On-Call Tree Maintenance Services

Date/Time/ of Board of Commissioners' Committee Meeting: Thursday, January 9, 2025 @ 1:00 p.m.

Approved by: Dontrelle Young Foster 1/9/2025
Dontrelle Young Foster Date
President/CEO/Contracting Officer

Duration of Presentation: 7 minutes (Estimated time)

Board Agenda Topic (Narrative): _____

Extract from Minutes of Committee Meeting:

Specimen copy of the HABD Attorney's opinion relative to the form, content and legality of the proposed agenda item(s), if applicable (*attached*). Yes / No (*circle one*)

Department's Committee's Certification:

We have reviewed the above-referenced Board of Commissioners' agenda items, together with the related and supportive documents, and have found them satisfactory. We further concur with the Staff's recommendation to place them on the approved, final agenda to be presented to the Board for appropriate action with respect to the adoption of the resolution(s) approving and/or authorizing the execution of the said action(s).

HABD Board Committee Member: Chairman Pantazis Date: 1/9/2025

HABD Board Committee Member: Commissioner Cook Date: 1/9/2025

HABD Staff Member: Larry Williams Date: 1/9/2025

HOUSING AUTHORITY OF THE BIRMINGHAM DISTRICT

REQUEST FOR BOARD ACTION

APPROVAL OF AWARD OF CONTRACT FOR VACANT UNIT PREPARATION

January 16, 2025

INTRODUCTION

The Housing Authority of the Birmingham District (HABD) requested proposals from qualified firms or individuals to provide vacant unit preparation services at various Housing Communities located throughout the City of Birmingham.

PURPOSE / OBJECTIVE

The purpose of this request is to obtain approval to proceed with the recommended contractors to provide vacant unit preparation services. The contractor will perform unit turnaround/vacancy and make-ready tasks. The contractor will respond timely (within 48 hours of awarding work) to service calls to renovate units and perform the following but not limited to any fire damage components, cleaning-removal of debris, cleaning appliances, floors, fixtures, etc.; painting; and repairs as specified on the checklist provided by the Asset Manager for each unit.

DESCRIPTION AND JUSTIFICATION

HABD issued an Invitation For Bid (IFB) B25008 solicitation to secure vacant unit preparation contractors. The IFB was advertised in the Birmingham Times, the Housing Agency Marketplace, HABD's website, and social media. The Housing Marketplace reported fifty-five (55) contractors viewed the solicitation. Nine (9) firms submitted bids. SharaBo Associates, LLC submitted the lowest responsive and responsible bid. Therefore, management recommends awarding a contract to SharaBo Associates, LLC to provide vacant unit preparation services. If SharaBo Associates, LLC cannot provide timely services, HABD will proceed to the next lowest bidder.

POLICY IMPACT

This action is consistent with HABD policy and complies with federal regulations.

ECONOMIC IMPACT/FUNDING SOURCE

The source of these funds is Capital Funds.

ATTACHMENTS

- IFB B25008
- Bid Tabulation
- Bid Form: List of Contractors

ALTERNATIVES

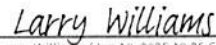
N/A

RECOMMENDATIONS

The President/CEO recommends adoption of this Resolution.

CERTIFICATION

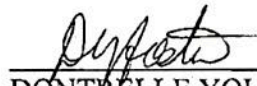
The requested action is in conformance with all legal, policy and regulatory requirements.



Larry Williams (Jan 10, 2025 10:25 CST)

LARRY WILLIAMS

Chief Housing Programs Officer



DONTRELLE YOUNG FOSTER

President/CEO

HOUSING AUTHORITY OF THE BIRMINGHAM DISTRICT

RESOLUTION NO. 2025-12756

Resolution Authorizing to Award a Contract for Vacant Unit Preparation

RESOLVED by the Board of Commissioners of the Housing Authority of the Birmingham District that the President/CEO is hereby authorized to enter into a contract with SharaBo Associates, LLC to provide vacant unit preparation services.

Adopted this 16th day of January 2025

Attest:

Chairperson

Dontrelle Young Foster, Secretary

(Seal)

HOUSING AUTHORITY OF THE BIRMINGHAM DISTRICT

REQUEST FOR BOARD ACTION

APPROVAL OF AWARD OF CONTRACT FOR ON-CALL TREE MAINTENANCE SERVICES

January 16, 2025

INTRODUCTION

The Housing Authority of the Birmingham District (HABD) requested proposals from qualified firms or individuals to provide on-call tree maintenance services at various housing communities. In addition, the contractor will provide as needed tree maintenance services for the HABD's Central Administration Office and Housing Choice Voucher Program.

PURPOSE / OBJECTIVE

The purpose of this request is to obtain approval to proceed with awarding a contract for on-call tree maintenance service. Services performed will include, but are not limited to: trimming back or removing and disposing of trees (alive or dead) within HABD properties. It will include providing all essential traffic control, labor, materials, and equipment required to complete this task. Additional services include removal of designated trees and or limbs and disposal of all debris, including but not limited to trees, limbs, and brush, as well as grind stumps, fill holes in the ground caused by tree and stump removal without additional cost to HABD.

DESCRIPTION AND JUSTIFICATION

HABD issued an Invitation For Bid (IFB) B25007 for On-Call Tree Maintenance Services. The IFB solicitation was advertised in the Birmingham Times, the Housing Agency Marketplace, HABD's website, and on social media. The Housing Marketplace reported twenty-eight (28) contractors viewed the solicitation. Two (2) firms submitted bids, and the bids were evaluated. Green's Complete Lawncare, LLC submitted the lowest responsive and responsible bid. Therefore, management recommends awarding a contract to Green's Complete Lawncare, LLC, for on-call tree maintenance services.

POLICY IMPACT

This action is consistent with HABD policy and complies with federal regulations.

ECONOMIC IMPACT/FUNDING SOURCE

The source of these funds is Property Operations.

ATTACHMENTS

- Copy of IFB
- Bid Tabulation Form
- List of contractors viewed IFB

ALTERNATIVES

N/A

RECOMMENDATIONS

The President/CEO recommends adoption of this Resolution.

CERTIFICATION

The requested action is in conformance with all legal, policy and regulatory requirements.

Larry Williams

Larry Williams (Jan 10, 2025 10:25 CST)

LARRY WILLIAMS

Chief Housing Programs Officer

Dontrelle Young Foster

DONTRELLE YOUNG FOSTER

President/CEO

HOUSING AUTHORITY OF THE BIRMINGHAM DISTRICT

RESOLUTION NO. 2025-12757

Resolution Authorizing to Award a Contract for On-Call Tree Maintenance Services

RESOLVED by the Board of Commissioners of the Housing Authority of the Birmingham District that the President / CEO is hereby authorized to enter into a contract with Green's Complete Lawncare, LLC, to provide on-call tree maintenance services.

Adopted this 16th day of January 2025

Attest:

Chairperson

Dontrelle Young Foster, Secretary

(Seal)

HOUSING AUTHORITY OF THE BIRMINGHAM DISTRICT
Board of Commissioners'
Meeting Agenda Item
Control Document

Date: January 9, 2025

HABD Staff Representative: Larry Williams, Chief Housing Programs Officer

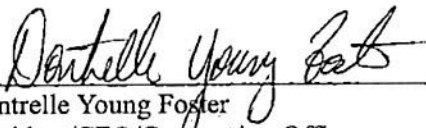
Department: Rental Assistance Programs

Board of Commissioners' Meeting (Date): Thursday, January 16, 2025 @ 1:30 p.m.

Board Agenda Item(s):

1. Approval for Revisions to the HCV Administrative Plan for Cooper Green PBV Waiting List
2. Approval for Revisions to the HCV Administrative Plan for Preferences Southtown Senior Waiting List

Date/Time/ of Board of Commissioners' Committee Meeting: Thursday, January 9, 2025 @ 1:00 p.m.

Approved by:  1/9/2025
Dontrelle Young Foster Date
President/CEO/Contracting Officer

Duration of Presentation: 7 minutes (Estimated time)

Board Agenda Topic (Narrative): Cooper Green and Southtown Court & Senior waiting list

Extract from Minutes of Committee Meeting:

Specimen copy of the HABD Attorney's opinion relative to the form, content and legality of the proposed agenda item(s), if applicable (*attached*). Yes / No (*circle one*)

Department's Committee's Certification:

We have reviewed the above-referenced Board of Commissioners' agenda items, together with the related and supportive documents, and have found them satisfactory. We further concur with the Staff's recommendation to place them on the approved, final agenda to be presented to the Board for appropriate action with respect to the adoption of the resolution(s) approving and/or authorizing the execution of the said action(s).

HABD Board Committee Member: Chairman Pantazis Date: 1/9/2025

HABD Board Committee Member: Commissioner Cook Date: 1/9/2025

HABD Staff Member: Larry Williams Date: 1/9/2025

HOUSING AUTHORITY OF THE BIRMINGHAM DISTRICT

REQUEST FOR BOARD ACTION

Approval for Revisions to the Administrative Plan for the Housing Choice Voucher Program – Cooper Green PBV Waiting List

January 16, 2025

INTRODUCTION

HUD regulations require all new admissions to the Housing Choice Voucher program, including Project-based vouchers (PBV), to be selected from the agency's waiting list in accordance with the Administrative Plan. In order to facilitate occupancy of Cooper Green Homes, HABD proposes to create waiting lists for Cooper Green Homes.

PURPOSE AND OBJECTIVE

The purpose of this request is to obtain Board approval to authorize the President and CEO to revise the Housing Choice Voucher (HCV) Administrative Plan to create a waiting list for Cooper Green Homes. The waiting lists will allow individuals who apply to be selected for referral to Cooper Green's redeveloped units.

DESCRIPTION AND JUSTIFICATION

All PBV residents must be selected from a waiting list maintained by HABD. HABD has chosen to maintain separate waiting lists for each PBV property. This revision to the Administrative Plan will allow HABD to create waiting lists for Cooper Green Homes with a preference for public housing residents at properties designated for redevelopment.

HUD restricts PHAs from using geographical preferences, and thus a preference for HABD families is not likely to be compliant. However, to be eligible for the preference, a family must reside in a public housing community that is designated for redevelopment as evidenced by its inclusion in the PHA's most recent Annual Plan.

POLICY IMPACT

Creation of the waiting list is in compliance with HUD policies.

ECONOMIC IMPACT/FUNDING SOURCE

There is no economic impact.

ATTACHMENTS

HCV Administrative Plan "Exhibit L" Project-Based Waiting List for Cooper Green Homes.

ALTERNATIVE

No alternatives are available.

RECOMMENDATION

The President/CEO recommends adoption of this Resolution.

CERTIFICATION

The requested action is in conformance with all legal, policy and regulatory requirements.

Larry Williams

Larry Williams (Jan 10, 2025 10:25 CST)

Larry Williams
Chief Housing Programs Officer

S&S

Seth Embry
Senior Advisor and Chief Strategist

Dontrelle Young Foster

Dontrelle Young Foster
President/CEO

HOUSING AUTHORITY OF THE BIRMINGHAM DISTRICT

RESOLUTION NO. 2025-12758

Resolution Authorizing the President/CEO to Amend the HABD Administrative Plan for the
Housing Choice Voucher Program – Cooper Green Waiting Lists

WHEREAS, The U.S. Department of Housing and Urban Development requires that PHAs admit families to the Housing Choice Voucher program from a waiting list, and

WHEREAS, HABD maintains site-based waiting lists for each of its PBV properties, and

WHEREAS, HABD seeks to ensure that residents at risk for displacement from future public housing redevelopment have ample options for relocations and maintaining stable housing, and

WHEREAS, PBV HAP contracts are effective February 1, 2025 for Cooper Green Homes.

RESOLVED by the Board of Commissioners of the Housing Authority of the Birmingham District that the President/CEO is hereby authorized to amend the Administrative Plan for the Housing Choice Voucher Program to create a waiting list for Cooper Green Homes, including a preference for public housing residents of properties designated for redevelopment.

Adopted this 16th day of January 2025

Attest:

Chairperson

Dontrelle Young Foster, Secretary

(Seal)

Exhibit L

Project-Based Waiting List: Cooper Green Homes

The Housing Authority of the Birmingham District (HABD) hereby establishes the Project-Based Voucher Program waiting list for Cooper Green Homes. The establishment of this program is consistent with the Authority's Plan, Five-year Plan, and Strategic Plan.

Cooper Green Homes will have the following preferences:

- Returning Cooper Green Resident 10 points (absolute preference)
- Public Housing Resident 10 points

A returning Cooper Green resident is defined as a household that chose to return to Cooper Green Homes as their permanent relocation option under the relocation rights triggered by the RAD/Section 18 conversion of Cooper Green public housing. This preference is only available once for any family. Once all returning Cooper Green residents are leased in PBV units at Cooper Green the preference points will cease to be available.

Public housing residents in good standing which reside at developments targeted for redevelopment, demolition, or other repositioning activity which may require displacement and/or relocation are eligible for this preference. Eligibility is determined by the public housing site being named in the PHA's most recent Annual Plan and designated for redevelopment.

The local preferences of the HABD at Exhibit A also apply to Cooper Green Homes, however the site-specific preferences supersede the local preferences.

The maximum preference points an applicant may apply for is ten (10). In the event an applicant selects two (2) preferences, and the total exceeds 10 points, HABD will assign the highest preference points and make notations in the current computer software and to the applicant's file. However, returning Cooper Green residents have an absolute preference over any other waiting list applicant, and will be housing prior to any other applicant regardless of date of application or any other criteria.

At the time of application, initial determination of an applicant's entitlement to any of HABD's local preferences may be made on the basis of the applicant's certification of their qualification for the preference. Before selection is made, the qualification must be verified based on the preference chosen and the requirements listed in this Administrative Plan, respectively.

Opening and Closing of Applications

The opening and closing of the waiting list criteria are consistent with Section V: Applying of Assistance, of the Administrative Plan.

Selection Criteria

The waiting list selection criteria is consistent with Exhibit D: Section 8 Project-Based Voucher Program, of this Administrative Plan.

Informal Review or Hearing

The informal review process is consistent with Section X: Grounds for Denial or Termination of Assistance, of the Administrative Plan, and with Federal Regulations: 24 CFR 982.554.

HOUSING AUTHORITY OF THE BIRMINGHAM DISTRICT

REQUEST FOR BOARD ACTION

Approval for Revisions to the Administrative Plan for the Housing Choice Voucher Program – Southtown Senior Waiting List

January 16, 2025

INTRODUCTION

HUD regulations require all new admissions to the Housing Choice Voucher program, including Project-based vouchers (PBV), be selected from the agency's waiting list in accordance with the Administrative Plan. HABD proposes to revise the preferences for Southtown Senior.

PURPOSE AND OBJECTIVE

The purpose of this request is to obtain Board approval to authorize the President and CEO to revise the Housing Choice Voucher (HCV) Administrative Plan to amend the preferences for the Southtown Senior housing development PBV waiting list. The revision will allow public housing residents to have a preference for occupancy at Southtown Senior.

DESCRIPTION AND JUSTIFICATION

All PBV residents must be selected from a waiting list maintained by HABD. HABD has chosen to maintain separate waiting lists for each PBV property. This revision to the Administrative Plan will allow HABD to institute a preference for existing public housing residents at communities targeted for redevelopment. One of HABD's strategic goals in its 5-Year Plan is to provide an improved living environment. For families living at HABD's public housing, redevelopment may be scheduled for future years, but this preference will provide an opportunity to move into new affordable housing in the near future.

HUD restricts PHAs from using geographical preferences, and thus a preference for HABD families is not likely to be compliant. However, to be eligible for the preference, a family must reside in a public housing community that is designated for redevelopment as evidenced by its inclusion in the PHA's most recent Annual Plan.

POLICY IMPACT

Creation of the waiting lists is in compliance with HUD policies.

ECONOMIC IMPACT/FUNDING SOURCE

There is no economic impact.

ATTACHMENTS

Amended "Exhibit K" Project-Based Waiting List for Southtown Court and Southtown Senior

ALTERNATIVE

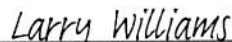
No alternatives are available.

RECOMMENDATION

The President/CEO recommends adoption of this Resolution.

CERTIFICATION

The requested action is in conformance with all legal, policy and regulatory requirements.



Larry Williams (Jan 10, 2025 10:25 CST)

Larry Williams
Chief Housing Programs Officer



Seth Embry
Senior Advisor and Chief Strategist



Dontrelle Young Foster
President/CEO

HOUSING AUTHORITY OF THE BIRMINGHAM DISTRICT

RESOLUTION NO. 2025 - 12759

Resolution Authorizing the President/CEO to Revise the HABD Administrative Plan for the Housing Choice Voucher Program - for Southtown Court and Southtown Senior Waiting Lists

RESOLVED by the Board of Commissioners of the Housing Authority of the Birmingham District that the President/CEO is hereby authorized to revise the Administrative Plan for the Housing Choice Voucher Program preferences for Southtown Court and Southtown Senior, including any additional necessary minor or grammatical revisions.

Adopted this 16th day of January 2025

Attest:

Chairperson

Dontrelle Young Foster, Secretary

(Seal)

Exhibit K

Project-Based Waiting List: Southtown Court and Southtown Senior

The Housing Authority of the Birmingham District (HABD) hereby establishes the Project-Based Voucher Program and waiting list for Southtown Court and Southtown Senior development. HABD will maintain a separate waiting list for each building. The establishment of this program is consistent with the Authority's Plan, Five-year Plan, and Strategic Plan.

Southtown Court and Southtown Senior will have the following preferences:

- Returning Southtown Resident 10 points

Southtown Senior will have the following preference:

- Public Housing Resident 10 points

Public housing residents in good standing which reside at developments targeted for redevelopment, demolition, or other repositioning activity which may require displacement and/or relocation are eligible for this preference. Eligibility is determined by the public housing site being named in the PHA's most recent Annual Plan and designated for redevelopment.

Returning Southtown residents are placed on the waiting list at the time of its creation, in the order required by the Southtown Court Relocation Plan. A returning Southtown resident is defined as a household that chose to return to Southtown as their permanent relocation option under the relocation rights triggered by the Section 18 demolition of Southtown Court public housing. This preference is only available once for any family. Once all returning Southtown residents are permanently relocated (whether at Southtown Court, Southtown Senior, or elsewhere) the preference points will cease to be available.

The local preferences of the HABD at Exhibit A also apply to Southtown Court and Southtown Senior.

The maximum preference points an applicant may apply for is ten (10). In the event an applicant selects two (2) preferences, and the total exceeds 10 points, HABD will assign the highest preference points and make notations in the current computer software and to the applicant's file.

At the time of application, initial determination of an applicant's entitlement to any of HABD's local preferences may be made on the basis of the applicant's certification of their qualification for the preference. Before selection is made, the qualification must be verified based on the preference chosen and the requirements listed in this Administrative Plan, respectively.

Opening and Closing of Applications

The opening and closing of the waiting list criteria are consistent with Section V: Applying of Assistance, of the Administrative Plan.

Selection Criteria

The waiting list selection criteria is consistent with Exhibit D: Section 8 Project-Based Voucher Program, of this Administrative Plan.

Informal Review or Hearing

The informal review process is consistent with Section X: Grounds for Denial or Termination of Assistance, of the Administrative Plan, and with Federal Regulations: 24 CFR 982.554.

HOUSING AUTHORITY OF THE BIRMINGHAM DISTRICT
Board of Commissioners' Meeting
Agenda Item
Control Document

HABD Staff Representative: Seth Embry, Senior Advisor and Chief Strategist

Date: 1/9/2025

Department: Real Estate Development

Board of Commissioners' Meeting Date: Thursday, January 16, 2025 at 1:30 p.m.

Board Agenda Item(s):

1. Approval of Award of Contract for Commercial Real Estate Brokerage Services
2. Approval of Revisions to Business Terms for Zimmerman for Collegeville Redevelopment
3. Approval of Revisions to Business Terms for The Parks Companies for Kimbrough Redevelopment
4. Approval of Authorization to Submit a Low Income Housing Tax Credit Application for the Redevelopment of Marks Village Phase 1

Board of Commissioners' Committee Meeting Date/Time:

Approved by:

Dontrelle Young Foster
Dontrelle Young Foster
President/CEO/Contracting Officer

1/9/2025
Date

Duration of Presentation: 15 Minutes

Board Agenda Topic (Narrative): None

Extract from Minutes of Committee Meeting: None

Specimen copy of the HABD Attorney's opinion relative to the form, content and legality of the proposed agenda item(s), if applicable (*attached*). Yes / No (*circle one*)

Department's Committee's Certification:

We have reviewed the above-referenced Board of Commissioners' agenda items and the related and supportive documents and found them satisfactory. We further concur with the Staff's recommendation to place them on the approved, final agenda to be presented to the Board for appropriate action with respect to the adoption of the resolution(s) approving and/or authorizing the execution of the said action(s).

HABD Board Committee Member: Vice-Chair Thompson

Date:

HABD Board Committee Member: Commissioner Barnes

Date:

HABD Staff Member: Seth Embry

Date:

HOUSING AUTHORITY OF THE BIRMINGHAM DISTRICT

REQUEST FOR BOARD ACTION

Approval of Award of Contract for Commercial Real Estate Brokerage Services

January 16, 2025

INTRODUCTION

HABD holds and plans to acquire and/or dispose of real estate primarily located within the City of Birmingham and Jefferson County, Alabama. HABD seeks to conduct these transactions in support of our mission to provide affordable housing, which will involve the development and/or acquisition of land or existing structures for multi-family housing, commercial uses (such as office space) and mixed-uses.

PURPOSE AND OBJECTIVE

The purpose of this request is to obtain Board approval to authorize the President and CEO to execute contracts with a commercial real estate brokerage to provide commercial real estate services to HABD.

DESCRIPTION AND JUSTIFICATION

HABD issued Request for Proposals No. P25003 on September 13, 2024. This request solicited proposals from commercial real estate brokerage firms to provide real estate services to facilitate the purchase or sale of commercial property, to assess vacant land and other real estate to inform development strategies, and support HABD's overall development plans. The solicitation was advertised on local media, social media, and available for download from Housing Agency Marketplace. There were 24 viewers to the solicitations and three proposals were received. HABD recommends the award of contract to NAI Chase Commercial, the highest scored respondent.

POLICY IMPACT

Procuring these providers will support HABD's goal of complying with HUD requirements and enable the successful execution of the Agency's real estate development strategy.

ECONOMIC IMPACT/FUNDING SOURCE

Funding sources will be identified according to the transaction type, but could be funded from Capital Funds or the COCC.

ATTACHMENTS

REF No. P25003, Bid Tabulation, and RFP viewers.

ALTERNATIVE

No alternatives are available.

RECOMMENDATION

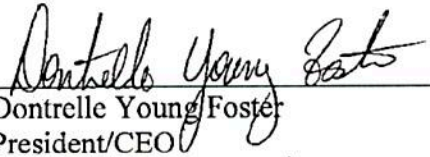
The President/CEO recommends adoption of this Resolution.

CERTIFICATION

The requested action is in conformance with all legal, policy and regulatory requirements.



Seth Embry
Senior Advisor and Chief Strategist



Dontrelle Young Foster
President/CEO

HOUSING AUTHORITY OF THE BIRMINGHAM DISTRICT

RESOLUTION NO. 2025 - 12760

Resolution Authorizing the Award of Contracts for Commercial Real Estate Brokerage Services

RESOLVED by the Board of Commissioners of the Housing Authority of the Birmingham District that the President/CEO is hereby authorized to execute contracts for commercial brokerage services to NAI Chase Commercial.

Adopted this 16th day of January 2025

Attest:

Chairperson

Dontrelle Young Foster, Secretary

(Seal)

HOUSING AUTHORITY OF THE BIRMINGHAM DISTRICT

REQUEST FOR BOARD ACTION

APPROVAL OF REVISIONS TO BUSINESS TERMS AND A DEVELOPMENT AGREEMENT, DEVELOPMENT SERVICES AGREEMENT, AND PRE-DEVELOPMENT LOAN AGREEMENT WITH ZIMMERMAN PROPERTIES SE, LLC

January 16, 2025

INTRODUCTION

On May 27, 2021, a Request for Qualification ("RFQ") was issued for Development Partners for the planning and construction of Public Housing Replacement units on existing Public Housing sites; or on other sites owned by the Authority; or other sites identified by the Developer. On November 18, 2021, the Authority's Board of Commissioners approved the selection of Zimmerman Properties SE, LLC to redevelop the Collegeville Center Public Housing Community. On February 17, 2022, the Authority's Board of Commissioners approved Business Terms, which are now proposed for revision to reflect the changes in the proposed development plan.

PURPOSE AND OBJECTIVE

The purpose of this request is to obtain approval of revised Business Terms and Master Development Agreement, Developer Services Agreement, and Pre-development Loan Agreement with Zimmerman for the redevelopment of Collegeville Center.

DESCRIPTION AND JUSTIFICATION

To address the backlog of capital needs, HUD has encouraged PHA's to convert public housing units to the voucher platform which allows access to private capital. HABD has embarked on a plan to reposition all properties in partnership with private developers to assist in the repositioning plans. HABD's Thrive 2035 is the strategic plan which outlines redevelopment goals for the Agency concerning its public housing communities.

Zimmerman's original development plan for Collegeville has changed substantially due to unexpected funding issues. The scope for redevelopment (number of units) has decreased and therefore, HABD seeks to revise the Business Terms to reflect the projected plan, increasing HABD's share of fees and taking the managing member role sooner after stabilization. The revised Business Terms also require revisions to HABD's standard MDA and DSA, while the terms of the PDLA are generally the same.

POLICY IMPACT

None.

ECONOMIC IMPACT/FUNDING SOURCE

The redevelopment of Collegeville Center is anticipated to be financed with tax-exempt bonds and 4% Low-Income Housing Tax Credits. HABD will provide up to \$500,000 in capital funds for pre-development expenses.

ATTACHMENTS

Draft Business Terms, MDA, DSA, and PDLA

ALTERNATIVE

None

RECOMMENDATIONS

The President and CEO recommend the adoption of this Resolution.

CERTIFICATION

The requested action conforms to legal, policy, and regulatory requirements.

S&S

Seth Embry
Senior Advisor and Chief Strategist

Dontelle Young Foster

Dontelle Young Foster
President and CEO

HOUSING AUTHORITY OF THE BIRMINGHAM DISTRICT

RESOLUTION NO. 2025 - 12761

**AUTHORIZING REVISIONS TO BUSINESS TERMS AND A DEVELOPMENT
AGREEMENT, DEVELOPMENT SERVICES AGREEMENT, AND PRE-DEVELOPMENT
LOAN AGREEMENT WITH ZIMMERMAN PROPERTIES SE, LLC**

WHEREAS, the Board of Commissioners of HABD authorized the President and CEO to execute a Master Development Agreement with Zimmerman Properties Sem LLC to serve as the Developer for Collegeville Center; and,

WHEREAS, HABD now seeks to revise the Board-approved Business Terms that will govern the terms of the Master Development Agreement and all other Agreements with the Developer;

RESOLVED, that the Board of Commissioners of the Housing Authority of the Birmingham District authorize the President/CEO to execute revised Business Terms, a Master Development Agreement, Developer Services Agreement, and a Predevelopment Loan Agreement with Zimmerman Properties SE, LLC for the redevelopment of Collegeville Center in a final legal format as approved by the Real Estate Legal Counsel.

Adopted this 16th day of January 2025

Attest:

Chairperson

Dontrelle Young Foster, Secretary

HOUSING AUTHORITY OF THE BIRMINGHAM DISTRICT

REQUEST FOR BOARD ACTION

APPROVAL OF REVISIONS TO BUSINESS TERMS AND A DEVELOPMENT AGREEMENT, DEVELOPMENT SERVICES AGREEMENT, AND PRE-DEVELOPMENT LOAN AGREEMENT WITH THE PARKS COMPANIES

January 16, 2025

INTRODUCTION

On May 27, 2021, a Request for Qualification ("RFQ") was issued for Development Partners for the planning and construction of Public Housing Replacement units on existing Public Housing sites; or on other sites owned by the Authority; or other sites identified by the Developer. On November 18, 2021, the Authority's Board of Commissioners approved the selection of The Parks Companies to redevelop the Kimbrough Homes Public Housing Community. On February 17, 2022, the Authority's Board of Commissioners approved Business Terms, which are now proposed for revision. The revisions will allow for a "fee developer" relationship with The Parks Companies instead of a "developer partner."

PURPOSE AND OBJECTIVE

The purpose of this request is to obtain approval of revised Business Terms and Master Development Agreement, Developer Services Agreement, and Pre-development Loan Agreement with The Parks Companies for the redevelopment of Kimbrough Homes.

DESCRIPTION AND JUSTIFICATION

To address the backlog of capital needs, HUD has encouraged PHA's to convert public housing units to the voucher platform which allows access to private capital. HABD has embarked on a plan to reposition all properties in partnership with private developers to assist in the repositioning plans. HABD's Thrive 2035 is the strategic plan which outlines redevelopment goals for the Agency concerning its public housing communities.

Many of the relationships HABD has contemplated with Developers allows for a "developer partner" relationship where, in addition to planning and completing the development, the Developer forms an entity to manage the redevelopment through the compliance period, during which HABD shared in a portion (usually 30%) of developer fees and cash flow. To further HABD's capacity, the revised Business Terms presented for approval will provide HABD a larger share of fees and the managing member role after stabilization of the project – approximately three years following completion. The revised Business Terms also require revisions to HABD's standard MDA and DSA, while the terms of the PDLA are generally the same.

POLICY IMPACT

None.

ECONOMIC IMPACT/FUNDING SOURCE

The redevelopment of Kimbrough Homes is anticipated to be financed with tax-exempt bonds and 4% Low-Income Housing Tax Credits. HABD will provide \$500,000 in capital funds for pre-development expenses.

ATTACHMENTS

Draft Business Terms, MDA, DSA, and PDLA

ALTERNATIVE

None

RECOMMENDATIONS

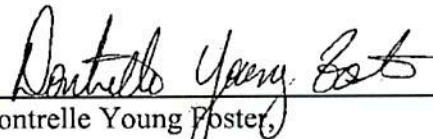
The President and CEO recommend the adoption of this Resolution.

CERTIFICATION

The requested action conforms to legal, policy, and regulatory requirements.



Seth Embry
Senior Advisor and Chief Strategist



Dontrelle Young Foster,
President and CEO

HOUSING AUTHORITY OF THE BIRMINGHAM DISTRICT

RESOLUTION NO. 2025 - 12762

**AUTHORIZING REVISIONS TO BUSINESS TERMS AND A DEVELOPMENT
AGREEMENT, DEVELOPMENT SERVICES AGREEMENT, AND PRE-DEVELOPMENT
LOAN AGREEMENT WITH THE PARKS COMPANIES**

RESOLVED, that the Board of Commissioners of the Housing Authority of the Birmingham District authorize the President/CEO to execute a development agreement and a predevelopment loans agreement with The Parks Companies for the redevelopment of Kimbrough Homes in a final legal format as approved by the Real Estate Legal Counsel.

Adopted this 16th day of January 2025

Attest:

Chairperson

Dontrelle Young Foster, Secretary

HOUSING AUTHORITY OF THE BIRMINGHAM DISTRICT

REQUEST FOR BOARD ACTION

APPROVAL TO SUBMIT A LOW-INCOME HOUSING TAX CREDIT APPLICATION FOR THE REDEVELOPMENT OF MARKS VILLAGE PHASE 1

January 16, 2025

INTRODUCTION

Gorman & Company was selected by HABD as a developer partner in response to a 2021 Request for Qualification for Developer Partners. Gorman & Company was assigned the Marks Village community. Over the last several months and in conjunction with HABD staff, Gorman has developed a plan for the first phase of redevelopment for Marks Village which will be financed with Low Income Housing Tax Credits. This request is to authorize the President and CEO to execute all necessary documents to support the submission of a funding application to the Alabama Housing Finance Agency, and to provide commitments for Project Based Vouchers and Secondary Financing for the project.

PURPOSE AND OBJECTIVE

HABD has long-determined that in the best interest of the residents of Marks Village, redeveloped housing will primarily be located on new sites within HABD's jurisdiction. It is HABD's intent to build replacement housing in well-connected communities with access to critical resources such as medical facilities, employment, and public transportation among other amenities. HABD and Gorman & Company have identified a vacant parcel of land adjacent to the Park Place development as a viable site for phase 1 redevelopment. Preliminary plans call for the construction of approximately 60 units in a three-story multifamily building on a portion of the site. HABD intends to use the other portion of the site for a future mixed income development.

DESCRIPTION AND JUSTIFICATION

Pursuant to the Business Terms previously approved by the Board, HABD and the Developer will share in the developer fee and remaining cash flow. HABD's Magic City Housing Development Corporation will form a single asset entity, MCHDC Marks Village I, LLC, which will be a 20% member of the general partner. HABD will retain a Purchase Option and Right of First Refusal at the end of the initial 15-year LIHTC compliance period. The management agreement for the project will also include training program provisions for HABD staff and the provision of resident services.

POLICY IMPACT

The requested action is consistent with the Authority's plan to improve the quality of assisted housing and to provide an improved living environment

ECONOMIC IMPACT/FUNDING SOURCE

The secondary financing of \$1.8 million is included in the 2022 Capital Fund grant. Project-based vouchers committed to the project will be funded according to the repositioning tool approved by HUD at a future date.

ATTACHMENTS

None

ALTERNATIVE

None

RECOMMENDATION

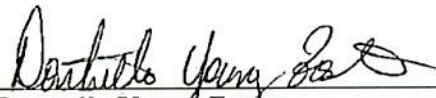
The President/CEO recommends the adoption of this Resolution.

CERTIFICATION

The requested action is in conformance with all legal, policy and regulatory requirements.



Seth Embry
Senior Advisor and Chief Strategist



Dontrelle Young Foster
President/CEO

HOUSING AUTHORITY OF THE BIRMINGHAM DISTRICT

**AUTHORIZATION TO SUBMIT A LOW-INCOME HOUSING TAX CREDIT
APPLICATION FOR THE REDEVELOPMENT OF MARKS VILLAGE PHASE 1**

RESOLUTION NO. 2025 - 12764

WHEREAS, the Board of Commissioners of HABD authorized the President and CEO to execute a Master Development Agreement with Gorman & Company (Gorman) to serve as the Developer for Marks Village;

WHEREAS, HABD and Gorman propose to construct a multifamily development comprised wholly of approximately 60 replacement units for Marks Village on HABD-owned land at 2323 7th Avenue North in Birmingham, AL which will be provided to the development's owner by a Ground Lease as contemplated in the Master Development Agreement;

WHEREAS, to support the construction and operation of the development, HABD intends to provide secondary financing of approximately \$1,800,000 and Project-based Vouchers for each of the units;

WHEREAS, development funding will include private equity sourced from Low Income Housing Tax Credits awarded by the Alabama Housing Finance Agency (AHFA); and

WHEREAS, HABD's instrumentality, Magic City Housing Development Corporation, will be the sole member of a single asset entity, MCHDC Marks Village I, LLC, which will be a member of the General Partner according to the Board-approved Business Terms for the redevelopment;

RESOLVED, that the President and CEO of HABD is authorized to execute the documents required to submit a Low Income Housing Tax Credit application to AHFA on behalf of HABD and to take such further actions as may be necessary and proper to accomplish the submission of the LIHTC application for Marks Village Phase 1 to the Alabama Housing Finance Authority.

Adopted this 16th day of January 2025

Attest:

Chairperson

Dontrelle Young Foster, Secretary

(Seal)