



## HOUSING AUTHORITY OF THE BIRMINGHAM DISTRICT

President and Chief Executive Officer  
**Dontrelle Young Foster**

**January 9, 2023**

**Board of Commissioners**  
Anthony C. Hood, Chairman  
D.G. Pantazis, Jr., Vice-Chairman  
DeJuana J. Thompson, Commissioner  
Abra A. Barnes, Commissioner  
Willie J. Lewis, Commissioner

Dr. Anthony C. Hood, Chairman  
Mr. D. G. Pantazis, Jr., Vice-Chairman  
Ms. DeJuana L. Thompson, Commissioner  
Ms. Abra A. Barnes, Commissioner  
Ms. Willie J. Lewis, 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. on **Thursday, January 19, 2023**, at the George W. McCoy Facility, located at 1301 25<sup>th</sup> Avenue North, Birmingham, Alabama 35204. The meeting will be live streamed via Zoom. To access the meeting, go to [HABD.org](http://HABD.org) for more information.

Sincerely,

**Dontrelle Young Foster**  
President/CEO

DYF: ab



## **HOUSING AUTHORITY OF THE BIRMINGHAM DISTRICT**

President and Chief Executive Officer  
**Dontrelle Young Foster**

**Board of Commissioners**  
Anthony C. Hood, Chairman  
D.G. Pantazis, Jr., Vice-Chairman  
DeJuana J. Thompson, Commissioner  
Abra A. Barnes, Commissioner  
Willie J. Lewis, Commissioner

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

**Thursday, January 19, 2023  
1:30 p.m.  
Agenda**

- I. Call to Order**
- II. Moment of Silence**
- III. Roll Call**
- IV. Adoption of Agenda**
- V. Election of Officers for Calendar Year 2023**
- VI. Consent Agenda**
  - a. Approval of Minutes, Regular Meeting, December 15, 2022
  - b. President/CEO's Report
  - c. Presentation of Cumulative Low-Income Housing Finance Report for Period Ended December 31, 2022
  - d. Resolution 12624 -2023 - Approval of Charge-Offs for Period Ended November 30, 2022
- VII. Old Business**
- VIII. New Business**
- IX. Property Operations**
  1. Approval of HABD Section 3 Policy Revision

**VIII. Real Estate Development and Capital Improvements**

1. Approval of Development Agreement with Integral/Rule
2. Approval of Development Agreement with Paces Preservation Partners
3. Approval to Close Southtown Family Housing
4. Approval to Close Southtown Senior Housing

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

**XII. Executive Session**

**XIII. Adjournment**

**MINUTES OF THE REGULAR MEETING OF THE COMMISSIONERS FOR THE  
HOUSING AUTHORITY OF THE BIRMINGHAM DISTRICT  
HELD ON DECEMBER 15, 2022**

The Commissioners of the Housing Authority of the Birmingham District met in a regular session at 1:30 p.m. on December 15, 2022, at the George W. McCoy Facility located in Birmingham, Alabama. The meeting was called to order by Chairman Hood, and upon roll call, those present and absent were as follows:

**PRESENT:**

Anthony C. Hood, Chairman  
D. G. Pantazis, Jr., Vice Chairman  
Abra A. Barnes, Commissioner

**ABSENT:**

DeJuana J. Thompson, Commissioner

**VIRTUAL:**

Willie J. Lewis, Commissioner

**ALSO, PRESENT:**

Dontrelle Foster, President/CEO  
Seth Embry, Chief Operating Officer  
Denita Bearden, Chief Administrative Officer  
Courtney French, General Counsel  
Ken Foreman, Director of Community Safety  
Christie Hilliard, Project Manager  
Kangi Drake, Director of Rental Assistance Programs  
James Hawkins, Project Manager  
Connie McLaurin, Director of Maintenance  
Calandra Jefferson-Mitchell, Director of Human Capital  
Jacqueline French, Director of Workforce Development  
Celine Nkashama, Finance Manager  
Meagan Holland, Director of Public Relations  
Armon Matthews, Interim VP of Community Engagement  
Tara Cook, Community  
Will Lewis, MRI  
Toraine Clausell, Director of Information Infrastructure  
Michelle Collins, Executive Assistant  
Alicia Bibbs, Executive Office Coordinator

Chairman Hood declared a quorum was present.

A moment of silence was observed.

### **Adoption of Agenda**

Chairman Hood acknowledged the adoption of the agenda. The agenda was adopted as presented.

### **Consent Agenda**

Chairman Hood acknowledged the approval of the consent agenda. There was no objection to the consent agenda, and upon motion by Vice-Chairman Pantazis and seconded by Commissioner Barnes, the consent agenda was approved as presented.

- a. The Minutes for the Regular Meeting on November 17, 2022, were approved.
- b. The President's Report was accepted.
- c. Presentation of the Cumulative Low-Income Housing Financial Report for the period ending November 31, 2022, was accepted.

When called upon, the following voted as indicated:

YEA

NAY

ABSTAINED

Chairman Hood  
Vice Chairman Pantazis  
Commissioner Barnes

Chairman Hood indicated motion carried.

### **Old Business**

For old business, President Foster updated the Board on concerns that the residents of Elyton Village presented. President Foster noted that the residents' concerns were addressed, and the matter regarding the leaky ceiling was resolved. A written request to meet with President Foster was submitted by Ms. Willine Body, the President of Elyton Resident Council, to discuss the Choice Neighborhood grant and future plans of Elyton Village. Ms. Foster responded with a letter to request meeting availability. Staff was to follow up with Ms. Body and the Resident Council to schedule the meeting based on their availability.

### **New Business**

For new business, President Foster gave a brief report on the HABD 29<sup>th</sup> Annual Employee Recognition Service Award which recognized employees with 5 - 45 years of service, retirees, and a special award to Morrell Todd Homes staff for their outstanding REAC score.

HABD was awarded a ROSS Grant that would be used to provide salaries for staff and support services to assess the needs of the residents of public housing.

HABD and the City of Birmingham partnered to facilitate a final community meeting to discuss the Choice Neighborhood Implementation Grant at Smithfield to share in-depth information on how HABD will be moving forward with the grant.

Also, for new business, Ms. Foster introduced the new HABD employee Ms. Melanie Baker, Interim Chief Financial Officer. Ms. Baker shared her background with the Board and stated that she looks forward to future successes with the agency. Chairman Hood welcomed Ms. Baker to the agency.

President Foster congratulated Chairman Hood and Attorney French for receiving the *Champion Award* from the Birmingham Realtist Association.

The Board congratulated President Foster for being selected as a finalist for the CEO Award with the Birmingham Business Journal.

### **Rental Assistance Program**

#### **1. Approval to revise the Section 8 Utility Allowances**

The Director of Rental Assistance Programs, Ms. Kangi Drake, presented a request to revise the Housing Authority of the Birmingham District's Utility Allowances. Ms. Drake indicated that HUD regulation requires that all PHAs conduct a utility allowance review annually and revise the allowances for a utility category if there has been a change of 10% or more in the utility rate since the last time the utility allowance was revised. The last utility allowance study was updated in November 2021. There were changes to 6 utility categories with a 10% increase. Therefore, an update was required to HABD's Section 8 Utility Allowances. After a brief discussion and upon motion by Vice Chairman Pantazis and seconded by Commissioner Barnes, the following resolution was unanimously adopted:

#### **RESOLUTION NO. 12616**

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 for approval of the implementation of the revised Section 8 Utility Allowance Schedule.

RESOLVED FURTHER that the President/CEO be and he hereby is authorized to implement the revision of the Section 8 Utility Allowance Schedule effective January 1, 2023.

When called upon, the following voted as indicated:

YEANAYABSTAINED

Chairman Hood  
 Vice Chairman Pantazis  
 Commissioner Barnes

Chairman Hood indicated motion carried.

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

The Director of Rental Assistance Programs, Ms. Kangi Drake, presented a request to revise the Housing Authority of the Birmingham District's Utility Allowance schedule approved by the Greater Gadsden Area Housing Authority (GGHA). HABD administers six (6) HUD- VASH vouchers in the Gadsden Area in Etowah County. HABD must use the utility allowance schedule that is in effect in the area and by the Greater Gadsden Housing Authority. Upon motion by Vice Chairman Pantazis and seconded by Commissioner Barnes, the following resolution was unanimously adopted:

**RESOLUTION NO. 12617**

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 for approval of the implementation of the revised Section 8 Utility Allowances Schedule 2023 Gadsden.

RESOLVED FURTHER that the President/CEO be and he hereby is authorized to implement the revision of the Section 8 Utility Allowances Schedule 2023 Gadsden effective January 1, 2023.

When called upon, the following voted as indicated:

YEANAYABSTAINED

Chairman Hood  
 Vice Chairman Pantazis  
 Commissioner Barnes

Chairman Hood indicated motion carried.

3. **Approval to 2023 Exception Payment Standard**

Ms. Kangi Drake presented a request to revise and update the Exception Payment Standard at 120% of fair market rents (FMR), effective December 1, 2022. HUD publishes FMRs effective October 1st of each year. PHA's are to analyze the current payment standards and the percentage to determine whether it requires an update and to comply no later than 90 days following the effective date. HUD approved a waiver submitted by HABD to extend the exception payment standard at 120% to December 31, 2023. Implementing the

exception payment standard provides an opportunity to reduce financial hardship for program participants and create opportunity for families to search for housing in higher opportune areas. After a brief discussion and upon motion by Commissioner Barnes and seconded by Vice Chairman Pantazis, the following resolution was unanimously adopted:

**RESOLUTION NO. 12618**

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 2023 Exception Payment Standards.

RESOLVED FURTHER that the President/CEO is hereby authorized to implement the adoption of the 2023 Exception Payment Standard effective December 1, 2022.

When called upon, the following voted as indicated:

YEA

Chairman Hood  
Vice Chairman Pantazis  
Commissioner Barnes

NAY

ABSTAINED

Chairman Hood indicated motion carried.

4. **Approval to 2023 Exception Payment Standard for Small Area Fair Market Rents (FMRs)**

The Director of Rental Assistance Programs, Ms. Kangi Drake, presented a request to revise and update the exception payment standard at 120% for FY 2023's Small Area Fair Market Rents (SAFMR) effective December 1, 2022. SAFMRs are calculated for zip codes within metropolitan areas. The use of these excepted SAFMRs is expected to give HCV participants access to areas of high opportunity and lower poverty areas by providing a subsidy that is adequate to cover rents in those areas. HUD approved a waiver by HABD to extend exception payment standards for SAFMRs to December 31, 2023. Upon a motion by Commissioner Barnes and seconded by Vice Chairman Pantazis, the following resolution was unanimously adopted:

**RESOLUTION NO. 12619**

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 for the approval of the Adoption of the 2023 Exception Payment Standards for Small Area Fair Market Rents (SAFMRs).

RESOLVED FURTHER that the President/CEO is authorized to implement the adoption of the 2023 Exception Payment Standards for Small Area Fair Market Rents (SAFMRs) effective December 1, 2022.



When called upon, the following voted as indicated:

<u>YEA</u>	<u>NAY</u>	<u>ABSTAINED</u>
Chairman Hood		
Vice Chairman Pantazis		
Commissioner Barnes		

Chairman Hood indicated motion carried.

5. **Approval of Voucher Payment Standards, Gadsden Area MSA**

Ms. Kangi Drake presented a request for approval to establish a revised Section 8 Voucher Payment Standards schedule that reflects 105 % of the current FMRs for the six (6) HUD – VASH vouchers for Gadsden, Alabama Metropolitan Statistical Area (MSA). Upon motion by Commissioner Barnes and seconded by Vice Chairman Pantazis, the following resolution was unanimously adopted:

**RESOLUTION NO. 12620**

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 for approval of the implementation of the revised Section 8 Voucher Payment Standard Schedule, Gadsden Area MSA.

RESOLVED FURTHER that the President/CEO be and he hereby is authorized to implement the revision of the Section 8 Voucher Payment Standard Schedule, Gadsden Area MSA, effective January 1, 2023.

When called upon, the following voted as indicated:

<u>YEA</u>	<u>NAY</u>	<u>ABSTAINED</u>
Chairman Hood		
Vice Chairman Pantazis		
Commissioner Barnes		

Chairman Hood indicated motion carried.

**Real Estate Development and Capital Improvements**

1. **Approval of Development Agreement and Predevelopment Loan with Paces Foundation/SOHO Housing**

Ms. Christie Hilliard, Project Manager, presented a request to approve a Master Development Agreement and Predevelopment Loan Agreement not to exceed \$500,000 with Paces Foundation and SOHO Housing for the redevelopment of Cooper Green and

Rev. Dr. Morrell Todd Homes. Ms. Hilliard indicated that the Board of Commissioners approved the preliminary business terms with PACES for the redevelopment of the Cooper Green and Todd Homes. HABD's Real Estate Counsel has negotiated and reviewed a development agreement to incorporate the business terms. Vice Chairman Pantazis inquired as to what is the obligation of HABD under this Master Development Agreement. Attorney Evans indicated that the development agreement allows HABD to adhere to the negotiated business terms and recommendations, and that HUD guidelines are followed.

President Foster added that the document was going through both attorneys to provide the language to the agreement before it was executed. Vice Chairman Pantazis asked President Foster to clarify what was being asked of the Board to approve. President Foster responded that the Board is being asked to allow the attorneys to negotiate the business terms and to provide the language into the document so a final draft could be prepared for the Board to review.

Chairman Hood inquired as to why this step was necessary. Ms. Hilliard stated this step was necessary because of the predevelopment loan agreement, which is part of the master development terms. After the discussion, the Board recommended to amend the resolution to authorize an obligation for the predevelopment loan agreement and bring back a final redlined/cleaned document of the master development agreement for the Board to review. Attorney French asked Attorney Evans approximately how long he anticipates having a draft agreement ready for the Board to review with the language negotiated with the appropriate parties. Attorney Evans responded an agreement could be prepared within the next 30 days; however, the timeline that was expressed to him was that it needed to be signed by the end of the year, which was why it was added to the agenda. President Foster noted that because of the assessments completed from Marks Village and the predevelopment loan agreement had not been brought to the Board, they wanted to bring all four items to the Board at the same time. Vice Chairman Pantazis added that he would like the Board to have some input on the master development agreement and a draft agreement to review before the next Board meeting. After the discussion, upon motion by Vice Chairman Pantazis and seconded by Commissioner Barnes, the following resolution was adopted:

**RESOLUTION NO. 12621**

RESOLVED by the Board of Commissioners of the Housing Authority of the Birmingham District to approve a predevelopment loan not to exceed \$500,000 per project with Paces/SOHO for the redevelopment of Cooper Green and Todd Homes in the final legal format as approved by Real Estate Legal Counsel.

RESOLVED FURTHER by the Board of Commissions to table the development agreement with Paces/SOHO for Cooper Green and Todd Homes until the Board has reviewed the development agreement.

When called upon, the following voted as indicated:

YEA

Chairman Hood  
 Commissioner Lewis  
 Commissioner Barnes

NAYABSTAINED

Chairman Hood indicated motion carried.

2. **Approval of Development Agreement and Predevelopment Loan with Integral/Rule**

Ms. Christie Hilliard presented a request to approve a Master Development Agreement and Predevelopment Loan Agreement with Integral and Rule Enterprise for the redevelopment of Smithfield Court and Tom Brown Village. Ms. Hilliard indicated that this board action was similar to the previous one; however, the Board recommended to amend the resolution to authorize the predevelopment loan agreement not to exceed \$500,000 for Smithfield Court and Tom Brown Village and to table the approval of the master development agreement until a later date. Chairman Hood suggested they may need another work session that includes Attorney Evans and Cindi Herrera to get further clarification. After a brief discussion, upon motion by Vice Chairman Pantazis and seconded by Commissioner Barnes, the following resolution was adopted:

**RESOLUTION NO. 12622**

RESOLVED by the Board of Commissioners of the Housing Authority of the Birmingham District approve a predevelopment loan not to exceed \$500,000 per project with Integral/Rule for the redevelopment of Smithfield Court and Tom Brown Village in a final legal format as approved by the Real Estate Legal Counsel.

RESOLVED FURTHER by the Board of Commissions to table the development agreement with Integral/Rule for Smithfield Court and Tom Brown Village until the Board has reviewed the development agreement.

3. **Approval of Predevelopment Loan with Gorman and Company**

Ms. Christie Hilliard presented a request to approve a Predevelopment Loan Agreement with Gorman and Company for the redevelopment of Marks Village. President Foster noted that nothing had been signed for Marks Village. The document was uploaded to the Board's Google drive for their review. After a brief discussion, upon motion by Vice Chairman Pantazis and seconded by Commissioner Barnes, the following resolution was adopted:

**RESOLUTION NO. 12623**

RESOLVED that the Board of Commissioners of the Housing Authority of the Birmingham District approve a predevelopment loan not to exceed \$500,000 with Gorman and Company for the redevelopment of Marks Village in a final legal format as approved by the Real Estate Legal Counsel.

**Presentation of Person(s) Desiring to Speak before the Board**

Chairman Hood acknowledged persons desiring to speak before the Board. There were no speakers to come before the Board.

**Executive Session**

Chairman Hood acknowledged the executive session to discuss ongoing personnel matters. Attorney French acknowledged the subject matter was appropriate under Alabama Code 36-25A-7 for an executive session to discuss personnel matters. Upon motion by Commissioner Barnes and seconded by Vice Chairman Pantazis, the Board went into executive session for approximately 30 minutes.

When called upon, the following voted as indicated:

<u>YEA</u>	<u>NAY</u>	<u>ABSTAINED</u>
Chairman Hood		
Vice Chairman Pantazis		
Commissioner Barnes		

Commissioner Lewis attended the executive session virtually.

Chairman Hood indicated motion carried.

After the executive session, Chairman Hood called the meeting back to order.

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

\_\_\_\_\_

Chairman

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

ATTEST:

\_\_\_\_\_

Secretary




## HOUSING AUTHORITY OF THE BIRMINGHAM DISTRICT

President and Chief Executive Officer  
**Dontrelle Young Foster**

**Board of Commissioners**  
Anthony C. Hood, Chairman  
D.G. Pantazis, Jr., Vice-Chairman  
DeJuana J. Thompson, Commissioner  
Abra A. Barnes, Commissioner  
Willie J. Lewis, Commissioner

**To: HABD Board of Commissioners**

**From: Dontrelle Young Foster** 

**Subject: President/CEO's Report**

**Date: January 9, 2023**

1. On Friday, December 16th, HABD held our final Smithfield Court Resident and Community Meeting for the Choice Neighborhoods Implementation (CNI) grant. The turnout was greater than any of the previous CNI Meetings, and I'm proud of the outreach HABD staff was able to accomplish with Smithfield Court residents. We successfully submitted our application on Tuesday, January 10th and HUD will select awardees around August/September of this year.
2. An on-site visit at Marks Village was held with the Jefferson County Sheriff's Office (JCSO) and HABD to discuss ways to deter and combat crime. As a result of that meeting, HABD has acquired a surveillance trailer as a visible crime deterrent from JCSO free of charge. Following its placement on our property for a number of weeks, HABD will meet with JCSO to evaluate its efficacy and explore additional means of deterring crime.
3. On Thursday, January 5th and Friday, January 6th, I accompanied HABD employees in a door-to-door canvassing of our communities to hand-deliver 2022 *In Review* newsletters and *Numbers to Know* refrigerator magnets to our residents. The newsletter detailed the accomplishments HABD had in 2022, along with helpful information on some of our internal processes, and the magnets inform residents of who they should call for general concerns and requests or after-hours maintenance requests. The effort was well received by staff and residents, and we look forward to continuing in-person engagements with residents as the year progresses.
4. On January 12, 2023, a Board of Commissioners Retreat and Work Session was held at the Hilton Birmingham at UAB. The Retreat was a productive collaboration wherein the Board was provided in-depth information on upcoming development and revitalization effort and the Magic City Housing Corporation while reviewing Committee materials prior to the full Board meeting.
5. On Friday, January 13th, an all-staff meeting was held at the Harris Homes Community Center Gymnasium to introduce employees to new hires in Executive Leadership and share with them HABD's *Thrive 2035* plan.
6. On Saturday, January 14th, HABD was proud to sponsor the annual MLK Day 5K Run/Walk and have members of our team participate in the race.

7. HABD was awarded a Fiscal Year (FY) 2022 Family Self Sufficiency (FSS) grant award of \$232,878 from the U.S. Department of Housing and Urban Development to support the salaries of our FSS coordinators who work to connect our public housing residents and Section 8 participants with employment opportunities and economic empowerment resources.
8. The Office of Constituent Concerns (OCC) received a total fifteen (15) concerns. Twelve (12) concerns were for Section 8, and three (3) were for Property Operations. We had a 100% completion rate for the period.

DYF/

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

**HABD Staff Representative:** Melanic Baker

**Date:** January 4, 2023

**Department:** Finance and Accounting

**Board of Commissioners' Meeting Date:** Thursday, January 19, 2023

**Board Agenda Item(s):**

- Review Monthly Financial Report
- Review Contract Register
- Review November 2022 Charge offs

**Board of Commissioners' Committee Meeting Date/Time:** Thursday, January 12, 2023 9:55 a.m.

**Approved by:** Dontrelle Young Foster 1/5/2023 \_\_\_\_\_  
Dontrelle Young Foster Date  
President/CEO/Contracting Officer

**Duration of Presentation:** 30 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).

<b>HABD Board Committee Member:</b>	Chairman Anthony C. Hood	Date: 1/12/2023
<b>HABD Board Committee Member:</b>	Commissioner Abra A. Barnes	Date: 1/12/2023
<b>HABD Staff Member:</b>	Melanic Baker	Date: 1/12/2023

**Housing Authority of the Birmingham District  
Revenue and Expense Statement  
For the Fiscal Year Ended June 30, 2023**

	Actual												Projected						
	December 31, 2021	January 31, 2022	February 28, 2022	March 31, 2022	April 30, 2022	May 31, 2022	June 30, 2022	July 31, 2022	August 31, 2022	September 30, 2022	October 31, 2022	November 30, 2022	December 31, 2022	December 31, 2022	Variance	January 31, 2023	February 28, 2023	March 31, 2023	
<b>Revenues:</b>																			
Tenant Rental Revenue	441,607.37	451,167.37	446,120.91	435,633.01	419,045.12	450,553.80	462,771.94	439,024.47	452,270.50	421,921.00	459,425.49	457,230.37	471,394.00	471,394.00	(45,273)	446,120.91	435,633.00	459,155.72	
Other Tenant Revenue	8,663.53	9,020.92	25,999.43	8,608.28	15,202.98	1,863.48	5,373.04	17,672.57	25,415.59	20,287.00	4,940.63	8,268.16	(4,502.00)	(4,502.00)	25,999.43	8,608.28	7,894.32		
Operating Subsidy	4,849,790.00	2,175,243.00	2,175,252.00	2,166,605.00	2,166,635.00	3,130,427.00	3,130,427.00	2,508,297.00	2,568,618.00	2,568,618.00	2,508,297.00	2,558,127.00	2,432,769.00	2,432,769.00	2,508,297.00	2,508,297.00	2,508,297.00	2,231,443.00	
Management Fees - Capital Fund	179,991.84	.	20,470.00	435,882.65	47,555.82	631,451.95	535,410.53	397,544.96	295,003.24	83,968.50	98,382.73	84,594.55	.	.	282,000.00	275,000.00	294,000.00	294,000.00	
Insurance Proceeds					35,133.00			8,009.40	3,500.00	86,000.00	4,384.77				3,912.00	3,912.00	3,912.00	3,912.00	
<b>Total Revenue</b>	<b>5,277,052.74</b>	<b>2,635,431.29</b>	<b>2,667,842.34</b>	<b>3,046,908.94</b>	<b>2,683,571.72</b>	<b>4,214,096.23</b>	<b>4,133,982.41</b>	<b>3,398,145.40</b>	<b>3,362,616.30</b>	<b>3,196,794.50</b>	<b>3,076,430.62</b>	<b>3,106,220.08</b>	<b>2,899,661.00</b>	<b>2,899,661.00</b>	<b>(201,283)</b>	<b>3,266,328.34</b>	<b>3,231,650.28</b>	<b>2,986,405.04</b>	
<b>Expenses:</b>																			
<b>Administration:</b>																			
Administrative Salaries/Benefits	737,444.23	681,968.05	605,552.08	627,339.27	721,609.84	408,175.35	345,844.35	353,589.25	376,004.82	367,924.12	373,088.24	321,094.00	734,854.57	734,854.57	21,855	460,314.76	482,101.95	482,101.95	
<b>Total Administration</b>	<b>737,444</b>	<b>681,968</b>	<b>605,552</b>	<b>627,339</b>	<b>721,609</b>	<b>408,175</b>	<b>345,844</b>	<b>353,588</b>	<b>376,005</b>	<b>367,924</b>	<b>373,088</b>	<b>321,094</b>	<b>734,855</b>	<b>734,855</b>	<b>21,855</b>	<b>460,315</b>	<b>482,102</b>	<b>482,102</b>	
<b>Asset Management Fee</b>																			
<b>Tenant Services</b>																			
Tenant Services - salaries/benefits	172,935.50	118,325.59	114,216.20	128,078.23	128,758.45	102,796.56	107,818.72	285,309.85	113,957.43	137,695.45	120,465.46	105,524.89	81,478.00	81,478.00	(66,855)	175,000.00	175,000.00	175,000.00	
<b>Total Tenant Services</b>	<b>172,936</b>	<b>118,326</b>	<b>114,216</b>	<b>128,076</b>	<b>128,758</b>	<b>102,797</b>	<b>107,819</b>	<b>285,310</b>	<b>113,957</b>	<b>137,695</b>	<b>120,465</b>	<b>105,525</b>	<b>81,478</b>	<b>81,478</b>	<b>(66,855)</b>	<b>175,000</b>	<b>175,000</b>	<b>175,000</b>	
<b>Utilities:</b>																			
Water	222,251.32	36,314.44	31,628.37	97,147.97	137,488.36	164,445.38	183,552.86	81,199.22	122,173.69	124,143	136,288	367,744	60,011	60,011	(79,514)	144,000.00	145,000.00	140,000.00	
Electricity	346,581.46	70,997.64	115,128.39	176,210.00	174,270.95	212,146.52	234,835.17	185,876.07	106,772.77	146,490	319,727	678,991	160,299	160,299	36,282	201,750.00	202,500.00	200,000.00	
Gas	53,145.23	18,288.11	32,241.75	44,866.43	34,130.86	20,016.46	22,557.34	20,583.17	31,195.43	70,952	62,226	31,859	16,598	16,598	(40,952)	25,000.00	26,000.00	25,500.00	
Sewer	677,514.80	51,609.45	115,482.09	550,165.83	169,894.87	663,975.79	686,349.36	491,264.32	520,692.60	267,134	230,596	499,439	172,740	172,740	(198,359)	398,500.00	400,125.00	455,000.00	
<b>Total Utilities</b>	<b>1,296,493</b>	<b>178,208</b>	<b>294,489</b>	<b>868,410</b>	<b>515,885</b>	<b>1,066,587</b>	<b>1,109,295</b>	<b>768,923</b>	<b>790,835</b>	<b>608,719</b>	<b>747,847</b>	<b>1,566,032</b>	<b>409,649</b>	<b>409,649</b>	<b>(280,543)</b>	<b>769,250</b>	<b>773,625</b>	<b>820,500</b>	
<b>Maintenance:</b>																			
Labor/BonMaterials	707,008.06	576,871.21	560,848.46	528,110.04	777,590.97	487,753.31	644,958.89	651,286.01	670,718.79	759,025.44	598,635.89	540,012.28	948,995.72	948,995.72	(259,338)	650,000.00	669,750.00	669,750.00	
<b>Total Maintenance</b>	<b>707,008</b>	<b>576,871</b>	<b>560,848</b>	<b>528,110</b>	<b>777,591</b>	<b>487,753</b>	<b>644,959</b>	<b>651,286</b>	<b>670,719</b>	<b>759,025</b>	<b>598,636</b>	<b>540,012</b>	<b>948,996</b>	<b>948,996</b>	<b>(259,338)</b>	<b>650,000</b>	<b>669,750</b>	<b>669,750</b>	







# HOUSING AUTHORITY OF THE BIRMINGHAM DISTRICT

## REQUEST FOR BOARD ACTION

January 19, 2023

### RESOLUTION

RESOLVED by the Commissioners of the Housing Authority of The Birmingham District that the President/CEO is hereby authorized to charge-off as November 30, 2022 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	2,960.00
Southtown	ALA 1-4	0.00
Marks Village	ALA 1-6	15,296.00
Smithfield Court	ALA 1-9	0.00
Tom Brown Village	ALA 1-10	3,778.00
Morrell Todd	ALA 1-11	7,939.00
Collegeville Center	ALA 1-13	10,579.00
Harris Homes	ALA 1-14	3,377.00
North Birmingham Homes	ALA 1-16	18,747.00
Cooper Green Homes	ALA 1-17	0.00
Kimbrough Homes	ALA 1-18	0.00
Benjamin Greene	ALA 1-23	0.00
Roosevelt City	ALA 1-30	0.00
Freedom Manor	ALA 1-21	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
<b>Total</b>		<b>62,676.13</b>

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.

**Tenants Accounts charged to collection loss  
(To be charged off as o of December 2022)  
For the period ending Novemember 2022)**

<b>Site Names</b>	<b>No of Accts.</b>	<b>Rent Amount</b>	<b>Utility/ Other</b>	<b>Bankruptcy</b>	<b>Less Security Deposit</b>	<b>Total</b>
(1-1) Elyton	3	2,185.00	1,000.00	0.00	225	2,960.00
(1-4) Southtown	0	-	-	0.00	0	-
(1-6) Marks Village	6	11,442.13	3,874.00	0.00	0	15,296.13
(1-9) Smithfield	0	0.00	0.00	0.00	0	-
(1-10) Tom Brown	3	2,788.00	1,140.00	0.00	150	3,778.00
(1-11) Morrell Todd	2	7,939.00	250.00	0.00	0	7,939.00
(1-13) Collegeville	2	10,729.00	0.00	0.00	150	10,579.00
(1-14) Harris Homes	4	3,652.00	-	275.00	0	3,377.00
(1-16) N. Birmingham	5	18027.00	720.00	0.00	0	18,747.00
(1-17) Cooper Green	0	-	0.00	0.00	0	-
(1-18) Kimbrough	0	0.00	-	0.00	0	-
(1-21) Freedom Manor	0	0.00	0.00	0.00	0	0.00
(1-23) Ben Greene	0	0	0	0		0
(1-30) Roosevelt	0	-	0.00	0	0	-
Mason city I	0	0	0	0	0	0
Mason city III	0	0	0	0	0	0
Tuxedo Homes	0	0	0	0	0	0
Tuxedo I	0	0	0	0	0	0.00
Tuxedo II	0	0	0	0	0	0
		<b>56,762.13</b>	<b>6,984.00</b>	<b>275.00</b>	<b>525.00</b>	<b>62,676.13</b>

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

**HABD Staff Representative:** Larry Williams

**Date:** January 4, 2023

**Department:** Property Operations

**Board of Commissioners' Meeting Date:** Thursday, January 19, 2023

**Board Agenda Item(s):**

- Approval of the Revised Section 3 Policy
- Property Operations Dashboard/Updates

**Board of Commissioners' Committee Meeting Date/Time:** Thursday, January 12, 2023 10:45 a.m.

**Approved by:** Dontelle Young Foster / 1/5/2023 / \_\_\_\_\_  
 Dontelle Young Foster Date  
 President/CEO/Contracting Officer

**Duration of Presentation:** 30 minutes

**Board Agenda Topic (Narrative):** To discuss the changes to the Section 3 Policy due to regulation changes. These changes have affected the compliance, record keeping and implementation of the Section 3 Program.

**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).

<b>HABD Board Committee Member:</b>	Vice Chairman Dennis Pantazis, Jr.	Date: 1/12/2023
<b>HABD Board Committee Member:</b>	Commissioner Willie J. Lewis	Date: 1/12/2023
<b>HABD Staff Member:</b>	Larry Williams/ Jacqueline French	Date: 1/12/2023

# **HOUSING AUTHORITY OF THE BIRMINGHAM DISTRICT**

## **REQUEST FOR BOARD ACTION**

### **APPROVAL OF REVISION OF SECTION 3 POLICY**

**January 19, 2023**

#### **INTRODUCTION**

The Housing Authority of the Birmingham District (HABD) proposes to revise its Section 3 Policy to be in compliance with the regulations of the Department of Housing and Urban Development (HUD) Act of 1968. The PHA must revise the Section 3 Policy as needed to comply with HUD requirements in pursuance of administering the Section 3 program in accordance with HUD regulations.

#### **PURPOSE AND OBJECTIVE**

The purpose of this request is to obtain Board approval to revise the Section 3 Policy to be in compliance with HUD regulations and overall agency goals by updating verbiage to coincide with regulation changes.

#### **DESCRIPTION AND JUSTIFICATION**

In order to be in compliance with the final rules and regulations of the HUD Act of 1968, HABD has revised its current policy to reflect the following changes:

- Reporting Requirements
- Record Keeping
- Section 3 Benchmark Requirements
- Revision of the Section 3 Contract Compliance Cure and Termination Processes
- Updating the Procurement Solicitation Packet

#### **POLICY IMPACT**

This Request for Board Action is consistent with HABD policy in seeking approval for the revisions of this agency's policies and/or procedure.

#### **ECONOMIC IMPACT/FUNDING SOURCE**

N/A

#### **ATTACHMENTS**

Revisions to the Section 3 Policy

**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.

  
\_\_\_\_\_  
Jacqueline R. French  
Director of Workforce Development

  
\_\_\_\_\_  
DONTRELLE YOUNG FOSTER  
President/CEO

**HOUSING AUTHORITY OF THE BIRMINGHAM DISTRICT**

**RESOLUTION NO. 2023- 12626**

**Resolution Approving the Revision of the Section 3 Policy**

**RESOLVED** by the Board of Commissioners of the Housing Authority of the Birmingham District that the Chairman is authorized to execute required documents for approval of the implementation of the revision of the Section 3 Policy.

**RESOLVED FURTHER** that the President/CEO is authorized to implement the revision of the Section 3 Policy effective immediately.

Adopted this 19<sup>h</sup> day of January 2023

Attest:

Dr. Anthony C. Hood, Chairperson

Dontrelle Young Foster, Secretary

(Seal)

# IMPORTANT CHANGES TO HABD'S SECTION 3 POLICY

## Interim Rule

### Interim Rule 24 CFR 135

#### Percentage of New Hire Compliance Standard

- 30% of total number of new hires
- At least 10% of all total dollar amount of all Section 3 contracts for building trades work
- At least 3% of the total dollar amount of all Section 3 contracts for non-construction work

#### Definition of a Section 3 Resident

A Section 3 resident is:

- A. A public housing resident or Housing Choice Voucher holder; or
- B. An individual who resides in the metropolitan area in which the Section 3 covered assistance is expended, and is a low-income person or a very low-income person.

## Final Rule

### Final Rule 24 CFR 75

#### Percentage of Total Hours worked Standard

Section 3 Workers Labor Hours = 20%  
Total Labor Hours for the Recipient

Section 3 Targeted Workers Labor Hours = 5%  
Total Labor Hours for the

#### Section 3 Worker and Targeted Section 3 Worker

Section 3 worker means:

- (1) Any worker who currently fits or when hired within the past five years fit at least one of the following categories, as documented:
  - (i) The worker's income for the previous or annualized calendar year is below the income limit established by HUD.
  - (ii) The worker is employed by a Section 3 business concern.
  - (iii) The worker is a YouthBuild participant.

Targeted Section 3 worker means a Section 3 worker who is:

- (1) A worker employed by Section 3 business concern; or
- (2) A worker who currently fits or when hired fit a least one of the following categories, as documented within the past five years:
  - (i) A resident of public housing or Section 8-assisted housing;
  - (ii) A resident of other public housing projects or Section 8-assisted housing managed by the PHA that is providing the assistance; or
  - (iii) A YouthBuild participant



# IMPORTANT CHANGES TO HABD'S SECTION 3 POLICY

## Interim Rule

### Definition of a Section 3 Business Concern

A Section 3 business concern is one:

- A. That is fifty-one percent (51%) or more owned by Section 3 residents; or
- B. Whose permanent, full-time employees includes persons, at least 30 percent of whom are current Section 3 residents, or within three years of the date of first employment with the Section 3 business concern were Section 3 residents; or
- C. That provides evidence of a commitment to subcontract a minimum of 25 percent of the total contract award amount (including any modifications) to Section 3 business concerns that meet the requirements described in A or B. Example: If the Contract Amount is = \$1,000,000, contractor must subcontract at least 25% or \$250,000 to Section 3 business concern(s) as defined in A or B in this part.

## Final Rule

### Definition of a Section 3 Business Concern

Section 3 business concern means:

(1) A business concern meeting at least one of the following criteria, documented within the last six-month period:

- (i) It is at least 51 percent owned and controlled by low- or very low-income persons;
- (ii) Over 75 percent of the labor hours performed for the business over the prior three- month period are performed by Section 3 workers; or
- (iii) It is a business at least 51 percent owned and controlled by current public housing residents or residents who currently live in Section 8-assisted housing.

(2) The status of a Section 3 business concern shall not be negatively affected by a prior arrest or conviction of its owner(s) or employees.

(3) Nothing in this part shall be construed to require the contracting or subcontracting of a Section 3 business concern. Section 3 business concerns are not exempt from meeting the specifications of the contract.

## **IMPORTANT CHANGES TO HABD'S SECTION 3 POLICY**

### **Interim Rule**

#### **Procurement Documentation**

- a. Section 3 Clause Statement
- b. Section 3 Action Plan

### **Final Rule**

#### **Procurement Documentation**

- a. New Requirement Summary
- b. Monthly Reporting Instructions
- c. Section 3 Business Self-Certification Forms
- d. Section 3 Individual Self-Certification Forms
- e. Hours worked Reporting Forms
- f. Acknowledgement and Affidavit Form

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

**HABD Staff Representative:** Cindi Herrera

**Date:** January 4, 2023

**Department:** Real Estate Development

**Board of Commissioners' Meeting Date:** Thursday, January 19, 2023

**Board Agenda Item(s):**

- Review of Master Development Agreement with Integral/Rule
- Review of Master Development Agreement with PACES Preservation Partners
- Approval to Close Southtown Family Housing
- Approva to Close Southtown Senior Housing

**Board of Commissioners' Committee Meeting Date/Time:** Thursday, January 12, 2023 1:00 p.m.

Approved by: Dontrelle Young Foster 1/5/2023  
 Dontrelle Young Foster Date  
 President/CEO/Contracting Officer

**Duration of Presentation:** 2 hours

**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).

<b>HABD Board Committee Member:</b>	Chairman Anthony C. Hood	Date: 1/12/2023
<b>HABD Board Committee Member:</b>	Commissioner DeJuana J. Thompson	Date: 1/12/2023
<b>HABD Staff Member:</b>	Cindi Herrera	Date: 1/12/2023

# **HOUSING AUTHORITY OF THE BIRMINGHAM DISTRICT**

## **REQUEST FOR BOARD ACTION**

### **APPROVAL OF DEVELOPMENT AGREEMENT WITH INTEGRAL/RULE**

**January 19, 2023**

#### **INTRODUCTION**

The resolution is to approve a Master Development Agreement with Integral and Rule Enterprise for the redevelopment of Smithfield Court and Tom Brown Village.

In April 2021, HABD issued a solicitation for development partners to assist with the repositioning of the public housing portfolio. Integral/Rule was selected as HABD's development partner for Tom Brown and was subsequently assigned the redevelopment of Smithfield Court. On November 18, 2021, HABD Board of Commissioners approved the preliminary business terms with Integral/Rule for the redevelopment of the projects.

A development agreement has subsequently been negotiated, reviewed and approved by HABD's Real Estate Counsel incorporating the business terms as previously approved by the Board.

#### **PURPOSE/OBJECTIVE**

The purpose of this request is to obtain approval of the Development Agreement with Integral/Rule for the redevelopment of Smithfield Court and Tom Brown Village.

#### **DESCRIPTION/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. The development agreement between HABD and Integral/Rule is needed to proceed with the redevelopment of Smithfield Court and Tom Brown Village

#### **POLICY/IMPACT**

The requested action will enable HABD to enter into a development with Integral/Rule for the redevelopment of Smithfield Court and Tom Brown Village.

#### **ECONOMIC IMPACT/FUNDING SOURCE**

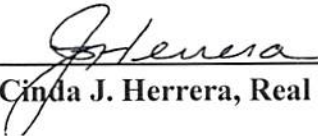
The redevelopment of Smithfield Court is anticipated to be completed under the Choice Neighborhood Program and funded with multiple funding sources including CNI grant funds. The overall total economic impact of the CNI program including federal funds and private leverage is estimated at \$200 million dollars.

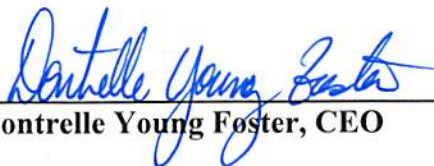
## RECOMMENDATIONS

The President/CEO recommends the approval of a Development Agreement with Integral/Rule for the redevelopment of Smithfield Court and Tom Brown Village.

## CERTIFICATION

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

  
\_\_\_\_\_  
LuCinda J. Herrera, Real Estate Advisor

  
\_\_\_\_\_  
Dontrelle Young Foster, CEO

**HOUSING AUTHORITY OF THE BIRMINGHAM DISTRICT**

**REQUEST FOR BOARD ACTION**

**RESOLUTION NO. 2023-12622**

**RESOLUTION TO APPROVE DEVELOPMENT AGREEMENT WITH  
INTEGRAL/RULE**

RESOLVED, that the Board of Commissioners of the Housing Authority of the Birmingham District approve a development agreement with Integral/Rule for the redevelopment of Smithfield Court and Tom Brown Village in a final legal format as approved by Real Estate Legal Counsel.

Adopted this 19th day of January 2023

Attest:

---

Dr. Anthony C. Hood, Chairperson

---

Dontrelle Young Foster, Secretary

# **HOUSING AUTHORITY OF THE BIRMINGHAM DISTRICT**

## **REQUEST FOR BOARD ACTION**

### **APPROVAL OF DEVELOPMENT AGREEMENT WITH PACES PRESERVATION PARTNERS**

**January 19, 2023**

#### **INTRODUCTION**

The resolution is to approve a Master Development Agreement with Paces Preservation Partners for the redevelopment of Cooper Green and Rev. Dr. Morrell Todd Homes.

In April 2021, HABD issued a solicitation for development partners to assist with the repositioning of the public housing portfolio. Paces Preservation Partners was selected as HABD's development partner for Cooper Green and Todd Homes. On November 18, 2021, HABD Board of Commissioners approved the preliminary business terms with Integral/Rule for the redevelopment of the projects.

A development agreement has subsequently been negotiated, reviewed and approved by HABD's Real Estate Counsel incorporating the business terms as previously approved by the Board.

#### **PURPOSE/OBJECTIVE**

The purpose of this request is to obtain approval of the Development Agreement with Paces Preservation Partners for the redevelopment of Cooper Green and Todd Homes.

#### **DESCRIPTION/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. The development agreement between HABD and Paces/SOHO is needed to proceed with the redevelopment of Cooper Green and Todd Homes.

#### **POLICY/IMPACT**

The requested action will enable HABD to enter into a development agreement with Paces Preservation Partners for the redevelopment of Cooper Green and Todd Homes.

#### **ECONOMIC IMPACT/FUNDING SOURCE**

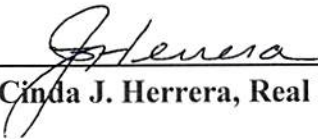
The redevelopment of both properties is anticipated to be financed with tax exempt bonds and 4% Low Income Housing Tax Credits. The total development costs for the redevelopment of Cooper Green are approximately \$65 million and Todd Homes at \$100 million.

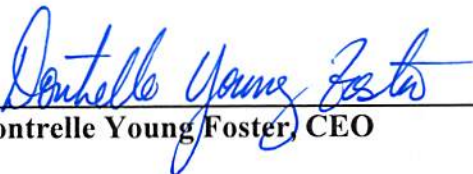
## RECOMMENDATIONS

The President/CEO recommends the approval of a Development Agreement with Paces Preservation Partners for the redevelopment of Cooper Green and Todd Homes.

## CERTIFICATION

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

  
\_\_\_\_\_  
LuCinda J. Herrera, Real Estate Advisor

  
\_\_\_\_\_  
Dontrelle Young Foster, CEO



**HOUSING AUTHORITY OF THE BIRMINGHAM DISTRICT**

**RESOLUTION NO. 2023-12621**

**RESOLUTION TO APPROVE A DEVELOPMENT AGREEMENT WITH PACES  
PRESERVATION PARTNERS**

RESOLVED, that the Board of Commissioners of the Housing Authority of the Birmingham District approve a development agreement with Paces Preservation Partners for the redevelopment of Cooper Green and Todd Homes and in a final legal format as approved by Real Estate Legal Counsel.

Adopted this 19th day of January 2023

Attest:

\_\_\_\_\_  
Dr. Anthony C. Hood, Chairperson

\_\_\_\_\_  
Dontrelle Young Foster, Secretary

# **HOUSING AUTHORITY OF THE BIRMINGHAM DISTRICT**

## **REQUEST FOR BOARD ACTION**

### **APPROVAL TO CLOSE SOUTHTOWN FAMILY HOUSING**

**January 19, 2023**

#### **INTRODUCTION**

The resolution is to approve the closing of the Southtown Family community.

On September 23, 2019, HABD entered into a Master Development Agreement with Southside Development Company, LLC for the redevelopment of the Southtown Public Housing Community. The redevelopment plan included new construction of two replacement affordable housing communities. Southside Development Company is joint venture with Corporate Realty, The Benoit Group and BREC Development. Pursuant to the MDA, The Benoit Group will serve as the developer of replacement housing for seniors and BREC will serve as the developer of replacement housing for families.

The MDA sets forth commitments from HABD for the development of the affordable housing component. HABD's commitments for the Southtown Family include a 99-year ground lease and 60 project-based vouchers.

HABD will have a First Right of Refusal to obtain the property not earlier than seven years following stabilization.

#### **PURPOSE/OBJECTIVE**

The purpose of this request is to obtain approval to close the Southtown Family project with all stated commitments and authorize the Chief Executive Officer to execute all related closing documents.

#### **DESCRIPTION/JUSTIFICATION**

The Southtown Family project will provide replacement housing units for the former Southtown Public Housing community and enable long-term residents to return and/or remain in their respective community.

#### **POLICY/IMPACT**

The requested action will enable HABD to complete the financial closing of Southtown Family so that construction can commence on the project.

#### **ECONOMIC IMPACT/FUNDING SOURCE**

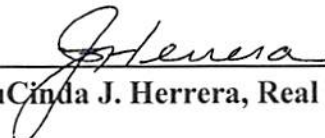
The development of Southtown Family is being financed by 9% Low Income Housing Tax Credits, private mortgage proceeds and secondary soft financing from HABD and the City of Birmingham. The total development costs for the project are \$23,627,657.


## RECOMMENDATIONS

The President/CEO recommends the approval to close the Southtown Family project and provide a 99-year ground lease and 60 Project Based Vouchers.

## CERTIFICATION

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

  
\_\_\_\_\_  
LuCinda J. Herrera, Real Estate Advisor

  
\_\_\_\_\_  
Dontrelle Young Foster, CEO

**HOUSING AUTHORITY OF THE BIRMINGHAM DISTRICT**

**RESOLUTION NO. 2023-12628**

**RESOLUTION TO APPROVE CLOSING THE SOUTHTOWN  
FAMILY HOUSING**

RESOLVED, that the Board of Commissioners of the Housing Authority of the Birmingham District approve the closing of the Southtown Family project including a 99-year ground lease, and allocation of 60 Project-Based Vouchers; and, authorizes the Chief Executive Officer to sign all necessary documents to effectuate said closing based on final approval of Real Estate Legal Counsel.

Adopted this 19th day of January 2023

Attest:

\_\_\_\_\_  
Dr. Anthony C. Hood, Chairperson

\_\_\_\_\_  
Dontrelle Young Foster, Secretary

# **HOUSING AUTHORITY OF THE BIRMINGHAM DISTRICT**

## **REQUEST FOR BOARD ACTION**

### **APPROVAL TO CLOSE SOUTHTOWN SENIOR HOUSING**

**January 19, 2023**

#### **INTRODUCTION**

The resolution is to approve the closing of the Southtown Senior community.

On September 23, 2019, HABD entered into a Master Development Agreement with Southside Development Company, LLC for the redevelopment of the Southtown Public Housing Community. The redevelopment plan included new construction of two replacement affordable housing communities. Southside Development Company is joint venture with Corporate Realty, The Benoit Group and BREC Development. Pursuant to the MDA, The Benoit Group will serve as the developer of replacement housing for seniors and BREC will serve as the developer of replacement housing for families.

The MDA sets forth commitments from HABD for the development of the affordable housing component. HABD's commitments for the Southtown Senior include a 99-year ground lease; 143 project-based vouchers; and a cash flow loan for \$5.5 million dollars.

The owner of Southside Senior is TBG Southtown Senior, LP. HABD's affiliate, MCHDC Southtown Senior, LLC is a member of the General Partner of the ownership entity. HABD will have a First Right of Refusal to obtain the property upon completion of the initial compliance period (year 15).

#### **PURPOSE/OBJECTIVE**

The purpose of this request is to obtain approval to close the Southtown Senior project with all stated commitments and authorize the Chief Executive Officer to execute all related closing documents.

#### **DESCRIPTION/JUSTIFICATION**

The Southtown Senior project will provide replacement housing units for the former Southtown Public Housing community and enable long-term residents to return and/or remain in their respective community.

#### **POLICY/IMPACT**

The requested action will enable HABD to complete the financial closing of Southtown Senior so that construction can commence on the project.

## **ECONOMIC IMPACT/FUNDING SOURCE**

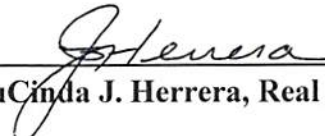
The development of Southtown Senior is being financed with tax exempt bonds and 4% Low Income Housing Tax Credits, private mortgage proceeds and secondary soft financing from HABD and the City of Birmingham. The total development costs for the project are \$39,002,232.


## **RECOMMENDATIONS**

The President/CEO recommends the approval to close the Southtown Senior project and provide a 99-year ground lease, 143 Project Based Vouchers, and a cash flow loan in the amount of \$5.5 million dollars.

## **CERTIFICATION**

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

  
\_\_\_\_\_  
LuCinda J. Herrera, Real Estate Advisor

  
\_\_\_\_\_  
Dontrelle Young Foster, CEO

**HOUSING AUTHORITY OF THE BIRMINGHAM DISTRICT**

**RESOLUTION NO. 2023-12627**

**A RESOLUTION TO APPROVE CLOSING THE SOUTHTOWN  
SENIOR HOUSING**

RESOLVED, that the Board of Commissioners of the Housing Authority of the Birmingham District approve the closing of the Southtown Senior project including a 99-year ground lease, allocation of 143 Project-Based Vouchers; and a cash flow loan in the amount of \$5.5 million dollars from non-federal funding sources; and, authorizes the Chief Executive Officer to sign all necessary documents to effectuate said closing based on final approval of Real Estate Legal Counsel.

Adopted this 19th day of January 2023

Attest:

---

Dr. Anthony C. Hood, Chairperson

---

Dontrelle Young Foster, Secretary