



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

March 4, 2024

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

NOTICE OF THE REGULAR MEETING AND PUBLIC HEARING

Notice is hereby given that the regular session and Public Hearing of the Board of Commissioners of the Housing Authority of the Birmingham District will be held on **Thursday, March 21, 2024, at 1:30 p.m.** 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

HOUSING AUTHORITY OF THE BIRMINGHAM DISTRICT

Regular Board of Commissioners' Meeting of the Housing Authority of the Birmingham District

George W. McCoy Building
1301 25th Avenue North
Birmingham, AL 35204

Thursday, March 21, 2024
1:30 p.m.
Agenda

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

- I. Call to Order
- II. Roll Call
- III. Adoption of Agenda
- IV. Consent Agenda
 - a. Approval of Minutes, Regular Meeting, February 13, 2024
 - b. Approval of Minutes, Special Meeting, February 28, 2024
 - c. President/CEO's Report
 - d. Presentation of Cumulative Low-Income Housing Finance Report for the Period Ended February 29, 2024
 - e. Resolution 12697-2024, Approval of Charge-Offs for Period Ended February 29, 2024
- V. **Old Business**
 - a. Section 8 Update
- VI. **New Business**
 - a. Homeownership Update
- VII. Finance and Accounting
 1. Approval of Revisions to the Policy and Procedures for Capital Assets
 2. Approval of the Policy and Procedures for Investments
- VIII. Real Estate Development
 1. Approval Authorizing Submission of Demolition Application to SAC for Thirty-Five (35) Uninhabitable Units

Board Agenda
March 21, 2024
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IX. Person(s) Desiring to Speak before the Board of Commissioners

X. Executive Session

XI. Adjournment

**MINUTES OF THE REGULAR MEETING OF COMMISSIONERS FOR THE
HOUSING AUTHORITY OF THE BIRMINGHAM DISTRICT
HELD ON FEBRUARY 13, 2024**

The Commissioners of the Housing Authority of the Birmingham District met in a regular session at 1:30 p.m. on Tuesday, February 13, 2024, at the George W. McCoy Facility located in Birmingham, Alabama. The meeting was called to order by Chairman Pantazis, and upon roll call, those present and absent were as follows:

PRESENT:

D. G. Pantazis, Jr., Chairman
DeJuana L. Thompson, Vice-Chair
Abra A. Barnes, Commissioner

VIRTUAL:

Anthony C. Hood, Commissioner

ABSENT: None

ALSO, PRESENT:

Dontrelle Young Foster, President/CEO
Seth Embry, Senior Advisor and Chief Strategist
Denita Bearden, Chief Administrative Officer
Nicole Earle, Chief Real Estate Officer
Larry Williams, Chief Housing and Programs Officer
Ken Foreman, Director of Public Safety
Meagan Holland, Director of Public Relations
Toraine Clausell, Director of IT Infrastructure & Operations
Roger Malone, Public Safety Assistant
Alyssa Thomas, City of Birmingham
Courtney French, General Counsel
Emily Nelson, Executive Assistant
Alicia Bibbs, Executive Office Coordinator

Chairman Pantazis declared a quorum was present. Commissioner Hood was present via Zoom but would not be voting.

Adoption of Agenda

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

Consent Agenda

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

- a. The Regular Meeting Minutes of January 18, 2024, were approved.
- b. The President/CEO’s Report was accepted.
- c. The Cumulative Low-Income Housing Finance Report for the Period Ending January 31, 2024, was approved.
- d. **Resolution 2024 -12692-** 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 December 31, 2023, the following resident accounts, which were up to 30 days old or more and considered uncollectible.

Elyton Village, Ala. 1-1-----	\$1,048.00
Southtown Court, Ala.1-4R-----	0.00
Marks Village, Ala.1-6 -----	2,871.71
Smithfield Court, Ala. 1-9-----	0.00
Tom Brown Village, Ala.1-10-----	5,685.00
Morrell Todd Homes, Ala.1-11-----	1,391.00
Collegeville Center, Ala.1-13-----	0.00
Harris Homes, Ala. 1-14-----	0.00
North Birmingham Homes, Ala.1-16-----	0.00
Cooper Green Homes, Ala.1-17-----	10,893.00
Kimbrough Homes, Ala.1-18-----	9,210.00
Benjamin Green Village, Ala.1-23-----	1,381.00
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
	Total \$32,479.71

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 January 31, 2024, the following resident accounts, which were up to 30 days old or more and considered uncollectible.

Elyton Village, Ala. 1-1-----	\$19,988.00
Southtown Court, Ala.1-4R-----	6,471.00

Marks Village, Ala.1-6 -----	3,338.00
Smithfield Court, Ala. 1-9-----	0.00
Tom Brown Village, Ala.1-10-----	0.00
Morrell Todd Homes, Ala.1-11-----	12,254.08
Collegeville Center, Ala.1-13-----	4,464.00
Harris Homes, Ala. 1-14-----	23,683.08
North Birmingham Homes, Ala.1-16-----	7,368.00
Cooper Green Homes, Ala.1-17-----	0.00
Kimbrough Homes, Ala.1-18-----	0.00
Benjamin Green Village, Ala.1-23-----	11,382.00
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
Tuxedo Homes Ala 1-44-----	0.00
	Total \$88,948.16

When called upon, the following voted as indicated:

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

Chairman Pantazis indicated that said motion carried.

Old Business

There was no old business for discussion.

New Business

For new business, President Foster commended the Property Operations department on their outstanding job in achieving an occupancy rate of 99.3%. The highest occupancy rate in the department's history. President Foster also mentioned that HABD began its NSPIRE property inspections last month. Three of our properties received outstanding scores and congratulated Elyton Village and Harris Homes for receiving 96% and Smithfield Court on receiving 88%.

Executive

1. Approval of Revisions to the Control of Fleet Vehicles Policy and Procedures Manual

Chairman Pantazis acknowledged the Approval of Revisions to the Control of Fleet Vehicles Policy and Procedure Manual. Mr. Seth Embry, Senior Advisor and Chief

Strategist, indicated that the request for board action was to obtain board approval to revise the Control Fleet Vehicles Policy and Procedures Manual. The current policy had not been updated in a while. A review of the policy required revisions to be made to modify and provide clarity to some deficiencies reflected in the policy. The proposed revisions include the following: to emphasize the significance of the prohibition on operating vehicles under the influence of alcohol or other substances, to reiterate the use of HADB vehicles is restricted to conducting HADB business, and to clarify the proper storage and access of HADB vehicles. Mr. Embry noted that vehicles purchased with Federal funds are restricted to be used for official Agency business only.

Commissioner Barnes asked whether mandatory check-ins to inspect for damages were included in the policy. Mr. Embry stated that there are provisions in the policy regarding inspections and address cleanliness and maintenance. The only gap was the process of making sure that inspections were being documented.

Vice-Chair Thompson inquired, although they are going through the manual and addressing specific components, if there was a reason Mr. Embry felt that these policy changes were necessary to bring to the board ahead of other changes that would come out later. Mr. Embry stated that there had been some recent instances of employees not adhering to the vehicle policy, which led to disciplinary actions. To address the issues, these revisions would clarify and reinforce prohibitions that were already existing. It also gave them an opportunity to communicate the changes to the department heads and continue to disseminate information to the staff going forward.

President Foster mentioned that this board action presented by Mr. Embry allows them to make changes to the policy. Once the revisions are approved, they can go back and add the necessary procedures based on the updated policy. The policy would not have to come back to the board. After the discussion, upon motion by Vice-Chair Thompson and seconded by Commissioner Barnes, the following resolution was unanimously adopted.

RESOLUTION NO. 12690

RESOLVED by the Board of Commissioners of the Housing Authority of the Birmingham District that the President/CEO is hereby authorized to revise the Control of Fleet Vehicles Policy and Procedures Manual as presented, including any additional minor or grammatical changes necessary.

When called upon, the following voted as indicated:

YEA

NAY

ABSTAINED

Chairman Pantazis

Vice Chair Thompson

Commissioner Barnes

Chairman Pantazis indicated that said motion carried.

Procurement

1. Approval of Revisions to the HABD Procurement Policy

Chairman Pantazis acknowledged the Approval of Revisions to the HABD Procurement Policy. Ms. Denita Bearden, Chief Administrative Officer, provided a brief update to the Board on the changes made in the Procurement Department. An assessment of the department was carried out to identify potential improvements both internally and externally. Ms. Bearden indicated that three areas of concentration were identified for internal improvements, which include Training and Development, Review of Internal Procedures, and Procurement Planning. Four areas of concentration were identified for external improvements, which include the launch of VendorCafe, Engagement with specialized groups and Associates, Doing Business with HABD, and Procurement Planning. Ms. Bearden stated that as we look at ways we can better our department, it allows for the sharing of solicitation and gives us an opportunity to share with our vendors.

Next, Ms. Bearden presented the Request for Board Action to approve revisions to the HABD Procurement Policy. The Federal Acquisition Regulation issued in July 2020 that the micro-purchase limits and simplified purchase threshold increased to \$10,000 and \$250,000. In February 2021, the Board approved HABD to utilize the maximum micro-purchase limit to \$10,000. This board action seeks to obtain Board approval to increase the small purchase limit and contract threshold from \$100,000 to \$150,000, and clarify the increase of small purchases and agreements to more than \$10,000 and less than \$150,000, which would add more flexibility to general procedures. Additionally, the department will continue to manage the contract register to ensure transparency of these agreements. After a brief discussion, upon motion by Commissioner Barnes and seconded by Vice Chair Thompson, the following resolution was adopted:

RESOLUTION NO. 12694

RESOLVED by the Board of Commissioners of the Housing Authority of the Birmingham District that the President/CEO is hereby authorized to revise the Procurement Policy and Procedures Manual as presented, including any additional minor or grammatical changes for clarity, if necessary.

When called upon, the following voted as indicated:

YEA

Chairman Pantazis
Vice Chair Thompson
Commissioner Barnes

NAY

ABSTAINED

Chairman Pantazis indicated that said motion carried.

Real Estate Development

1. **Approval Authorizing HABD to Submit a LIHTC Application for the Redevelopment of Collegeville**

Chairman Pantazis acknowledged the Approval to Authorize HABD to submit a 9% Low-Income Housing Tax Credit Application for the Redevelopment of Collegeville. Ms. Nicole Earle, Chief Real Estate Officer, indicated that the objective of this request is to obtain authorization for HABD President/CEO to execute the necessary documents for a 9% LIHTC application. This application will support the first phase of the redevelopment of Collegeville, which involves the construction of 110 family units located on the former Ensley High School property. The allocation of 9% LIHTC would provide tax credit equity to complete the capital stack. HABD has committed \$3.3 million of capital funds to help with funding gaps and has also provided 110 project-based vouchers. Ms. Earle mentioned that HABD, through its subsidiary Magic City Housing Development Corporation (MCHDC) Collegeville-Ensley, LLC, will participate as a member of the development team for a 20% developer fee. After a brief discussion, upon motion by Vice Chair Thompson and seconded by Commissioner Barnes, the following resolution was unanimously adopted:

RESOLUTION NO. 12695

RESOLVED that the Board of Commissioners of the Housing Authority of the Birmingham District authorizes the President/CEO of HABD to execute the documents related to the 2024 9% Low-Income Housing Tax Credit application on behalf of HABD and to take such further actions as may be necessary and proper to accomplish the submission of the 9% LIHTC application to the Alabama Housing Finance Authority.

When called upon, the following voted as indicated:

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

Chairman Pantazis indicated that said motion carried.

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

Chairman Pantazis acknowledged persons who wished to speak before the Board of Commissioners and called Mr. Rayford Bourn, who was present on Zoom. Mr. Bourn indicated that he was a landlord and had worked with HABD for many years. Mr. Bourn explained that he had been having major issues with Section 8 regarding payment and wanted to know if there was a liaison who could assist him and other landlords with their issues.

President Foster acknowledged Mr. Bourn's concern and stated that staff have implemented a new

process to help address concerns and asked Mr. Larry Williams, Chief Housing and Programs Officer, to share the initiative with the Board.

Mr. Williams acknowledged that he was aware of Mr. Bourn's issues, and his team is working towards resolving them. Mr. Williams briefly explained the new process to the Board and stated if anyone needs assistance, they may contact the customer service line or the Landlord liaison. Mr. Williams stated that he would follow up with Mr. Bourn after the meeting.

Chairman Pantazis thanked Mr. Bourn for his remarks and encouraged him and other landlords to share any concerns they had about the program so that HADB staff could address them.

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

Chairman

ATTEST:

Secretary

**MINUTES OF THE SPECIAL MEETING OF COMMISSIONERS FOR THE
HOUSING AUTHORITY OF THE BIRMINGHAM DISTRICT
HELD ON FEBRUARY 28, 2024**

The Commissioners of the Housing Authority of Birmingham met in a special session on Wednesday, February 28, 2024, at the Central Office located at 1826 3rd Avenue South, Birmingham, Alabama. The meeting was called to order by Chairman Pantazis, and upon roll call, those present and absent were as follows:

PRESENT:

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

ABSENT:

DeJuana L. Thompson, Vice-Chair

ALSO, PRESENT:

Dontrelle Young Foster, President/CEO
Seth Embry, Senior Advisor and Chief Strategist
Courtney French, General Counsel
Ken Foreman, Director of Public Safety
Larry Williams, Chief Housing and Programs Officer
Roger Malone, Public Safety Assistant
Melanie Baker, Chief Financial Officer
Denita Bearden, Chief Administrative Officer
Meagan Holland, Director of Public Relations
Emily Nelson, Executive Assistant
Toraine Clausell, Director of IT Infrastructure & Operations
Alicia Bibbs, Executive Office Coordinator

Chairman Pantazis declared a quorum was present.

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

Executive Session

Chairman Pantazis acknowledged the executive session. Attorney French indicated that the subject matter was appropriate for an executive session under Alabama Code 36-25A-6&7. Upon motion by Commissioner Hood and seconded by Commissioner Barnes, the Board went into executive session for approximately one hour.

When called upon, the following voted as indicated:

YEA

Chairman Pantazis
Commissioner Hood
Commissioner Barnes

NAY

ABSTAINED

Chairman Pantazis indicated that said motion carried. The meeting will reconvene at the call of the chair.

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

Approval of the HUD Agreement

Chairman Pantazis acknowledged the Approval of a HUD Agreement. Upon motion by Commissioner Hood and seconded by Commissioner Barnes, the following resolution was unanimously adopted:

RESOLUTION NO. 12696

RESOLVED by the Board of Commissioners of the Housing Authority of the Birmingham District that the chairman is hereby authorized to enter into an agreement with HUD.

RESOLVED FURTHER by the Board of Commissioners of the Housing Authority of the Birmingham District that the President/CEO is hereby authorized to enter into an agreement with HUD.

When called upon, the following voted as indicated:

YEA

Chairman Pantazis
Commissioner Hood
Commissioner Barnes

NAY

ABSTAINED

Chairman Pantazis indicated that said motion carried.

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

Chairman

ATTEST:

Secretary



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

To: HABD Board of Commissioners

From: Dontrelle Young Foster

Subject: President/CEO's Report

Date: March 21, 2024

Dontrelle Young Foster

1. On March 12, HABD was awarded a \$1,000,000 grant sponsored by Representative Sewell for the renovations of the Loveman Village Daycare, a project we are undertaking with Birmingham City Schools. This award is the direct result of engagement of HABD staff and Commissioners with Representative Sewell. This renovation will repurpose a vacant facility and provide much needed early childhood education in the Titusville area.
2. On March 8, members of HABD's leadership and staff attended the Public Affairs Research Council of Alabama's Annual Forum at the Harbert Center in Birmingham, AL. The theme was "Housing Alabama's Workforce" and centered on understanding and addressing the shortage of affordable housing and innovative solutions to provide housing to Alabama's workforce.
3. On March 7, members of the HABD team attended the Girls Inc. of Central Alabama Bold Futures Partner Breakfast. At the Girls Inc. of Central Alabama's Bold Futures Breakfast, we were proud to watch youth residents from our Marks Village community perform before a packed room of leaders and organizations and share their positive experiences as Girls Inc. participants. During the breakfast, we had an opportunity to support our partner and identify ways to continue amplifying the critical work of Girls, Inc.
4. On February 26, HABD was awarded \$180,000 from HUD for new vouchers for homeless veterans. Through HABD's partnership with the VA, we have 28 additional vouchers to help homeless veterans find safe, affordable housing.
5. On February 24 and 27, HABD hosted successful events for Section 8 landlords. HABD Section 8 landlords were introduced to new staff, received updates on changes being made to streamline payment and housing processes, and had questions and concerns addressed in real time.

6. On February 15, members of HABD staff met with Congresswoman Sewell's office and the office of City Council President Darell O'Quinn to explore funding opportunities to reconstruct the pedestrian tunnel at Harris Homes. The meeting was a success, and we look forward to having the support of Congresswoman Sewell as we continue to advocate for increased funding and grant opportunities.
7. On February 14, members of HABD staff toured Birmingham's Real Time Crime Center and saw first-hand how the center keeps residents, staff, and communities safe. Criminal activity across our communities is declining overall as a result of our partnership with the RTCC and equipment installed, like license plate readers, improved lighting and surveillance cameras.
8. On February 13, Director of Public Safety, Mr. Foreman spearheaded efforts to improve safety at the Central Office, including limiting access to main hallways unless permitted and installing walk-through metal detectors at main entrances and exits.
9. The Office of Constituent Concerns (OCC) received a total of (80) concerns for the month of February 2024. Fifty-one (51) concerns for Rental Assistance Programs/Section 8, with the main areas of concern being inspections, non-rent payments, and waitlist inquiries. Four (4) concerns were received for Property Operations relating to transfer requests and maintenance. Twenty (20) were received for the Intake Department, and (5) general inquiries related to Public Relations, Client Services, and Procurement. A completion rate of 99% was achieved for the period. The outstanding issue is related to an inspection and is expected to be completed by the end of the week.

DYF/en

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

HABD Staff Representative: Melanie Baker, CPA/Interim Vice President of Finance/CFO

Date: Thursday, March 7, 2024

Department Finance and Accounting

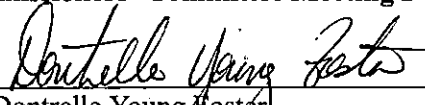
Board of Commissioners' Meeting Date: Thursday, March 21, 2024, at 1:30 p.m.

Board Agenda Item(s):

1. Monthly Financial Report
2. February 2024 Charge-offs
3. Approval of Revisions to the Policy and Procedures for Capital Assets
4. Approval of the Policy and Procedures for Investments
5. Contract Register

Board of Commissioners' Committee Meeting Date/Time: Monday, March 11, 2024, at 10:00 a.m.

Approved by:


Dontrelle Young Foster
President/CEO/Contracting Officer

3/7/2024
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: 3/11/24

HABD Board Committee Member: Commissioner Barnes Date: 3/11/24

HABD Staff Member: Melanie Baker, CFO Date: 3/11/24



President and CEO
Dontrelle Young Foster

HOUSING AUTHORITY OF THE BIRMINGHAM DISTRICT

REQUEST FOR BOARD ACTION

March 21, 2024

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

RESOLUTION

RESOLVED by the Commissioners of the Housing Authority of The Birmingham District that the President/CEO is hereby authorized to charge-off as February 29, 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	\$2,051.00
Southtown	ALA 1-4	\$0.00
Marks Village	ALA 1-6	\$8,980.20
Smithfield Court	ALA 1-9	\$0.00
Tom Brown Village	ALA 1-10	\$115.00
Morrell Todd	ALA 1-11	\$25,994.67
Collegeville Center	ALA 1-13	\$ 2,186.00
Harris Homes	ALA 1-14	\$321.00
North Birmingham Homes	ALA 1-16	\$0.00
Cooper Green Homes	ALA 1-17	\$0.00
Kimbrough Homes	ALA 1-18	\$19,532.00
Benjamin Greene	ALA 1-23	\$0.00
Roosevelt City	ALA 1-30	\$0.00
Freedom Manor	ALA 1-21	\$0.00
Mason City I & III	ALA 1-40/146	\$0.00
Tuxedo I	ALA 1-34	\$0.00
Tuxedo II	ALA 1-35	\$0.00
Tuxedo Trace Homes	ALA 1-44	\$0.00
	ALA 621	\$0.00
Total		\$ 59,179.87

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 OF MARCH 21, 2024)

FOR PERIOD ENDED FEBRUARY 29, 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	1	1,951.00	-	100.00	-	-	-	-	2,051.00	19,988.00
Southtown AL 1-4R	0	-	-	-	-	-	-	-	-	6,471.00
Marks Village AL 1-6	5	6,723.00	-	2,257.20	-	-	-	-	8,980.20	3,338.00
Smithfield Court AL 1-9	0	-	-	-	-	-	-	-	-	-
Tom Brown AL 1-10	1	15.00	-	100.00	-	-	-	-	115.00	-
Morell Todd AL 1-11	10	25,180.67	-	814.00	-	-	-	-	25,994.67	12,254.08
Collegeville AL 1-13	3	2,090.00	-	321.00	-	-	(225.00)	-	2,186.00	4,464.00
Harris Homes AL 1-14	1	-	-	321.00	-	-	-	-	321.00	23,683.08
North Birmingham AL 1-16	0	-	-	-	-	-	-	-	-	7,368.00
Cooper Green AL 1-17	0	-	-	-	-	-	-	-	-	-
Kimrough AL1-18	3	19,416.00	-	341.00	-	-	(225.00)	-	19,532.00	-
Benjamin Greene AL 1-23	0	-	-	-	-	-	-	-	-	11,382.00
Roosevelt City AL 1-30	0	-	-	-	-	-	-	-	-	-
Tuxedo Court I AL-134	0	-	-	-	-	-	-	-	-	-
Tuxedo Court II AL-135	0	-	-	-	-	-	-	-	-	-
Mason City Homes III AL-142	0	-	-	-	-	-	-	-	-	-
Freedom Manor AL-621	0	-	-	-	-	-	-	-	-	-
Grand Total	24	55,375.67	-	4,254.20	-	-	(450.00)	-	59,179.87	88,948.16

	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
August 2022	24	8,007.07	30	60,973.64	2,536.26	30	60,973.64	2,695.48	55,741.90
September 2022	22	30,571.45	23	33,390.07	10,073.04	22	33,390.07	910.72	22,406.31
October 2022	17	18,584.00	30	41,691.41	1,799.60	17	41,691.41	414.71	39,477.10
November 2022	10	24,781.58	25	62,676.13	1,026.00	25	62,676.13	594.23	61,055.90
December 2022	23	18,805.22	19	21,076.91	1,857.60	19	21,076.91	659.06	18,560.25
January 2023	34	69,597.59	62	94,617.31	783.43	62	94,617.31	-	93,833.88
February 2023	41	89,143.74	32	54,328.81	6,895.87	32	54,328.81	4,156.28	43,276.66
March 2023	25	31,217.40	19	37,872.40	8,261.13	19	37,872.40	-	29,611.27
April 2023	25	27,526.51	20	50,123.94	2,267.33	20	50,123.94	-	47,856.61
May 2023	22	20,155.15	20	59,180.13	-	20	59,180.13	-	59,180.13
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	62,872.13	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	-	-	-	48,152.57

Running Year Total 800,771.52 535 1,233,856.72 60,167.95 497 1,174,676.85 9,430.48 1,164,258.29

Dontrelle Young-Foster
President/CEO

HOUSING AUTHORITY OF THE BIRMINGHAM DISTRICT

REQUEST FOR BOARD ACTION

**APPROVAL OF REVISIONS TO THE POLICY AND PROCEDURES
FOR CAPITAL ASSETS**

MARCH 21, 2024

INTRODUCTION

The Capital Assets policy addresses the Agency's protocol for the control and safeguard of physical assets. The policy provides how HABD will account for capital assets and applies to all programs of the PHA, including both federal and non-federal programs.

PURPOSE AND OBJECTIVE

The purpose of this request is to obtain Board approval to revise the Capital Assets Policy. Changes to the capitalization criteria require Board approval for single audit purposes.

DESCRIPTION AND JUSTIFICATION

Changes to the policy are needed due to increasing cost in the market place and consistency in financial reporting. Currently, larger hot water heaters and HVAC (heating and air conditioners) units are listed on our inventory. This type of equipment has not been depreciated or listed on the fixed asset of HABD financial statements in prior reporting periods.

In accordance with the changes in the policy, large value items with useful lives of one year and a cost of \$10,000 or more are maintained on the fixed assets schedules and are subject to depreciation over the useful life. This increase of the capitalization limit will enable consistency in financial reporting from year to year.

POLICY IMPACT

Updating the Capital Asset Policy will enable HABD to remain consistent with prior financial reporting in the classification on the type of assets that are depreciated, and maintain compliance with generally accepted accounting principles.

ECONOMIC IMPACT/FUNDING SOURCE

None.

ATTACHMENTS

Policy and Procedures for Capital Assets

ALTERNATIVE


None

RECOMMENDATION

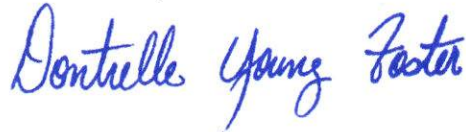
The President/CEO recommends adoption of this Resolution.

CERTIFICATION

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



Melanie Baker, CPA Interim CFO



Dontrelle Young Foster, President/CEO

HOUSING AUTHORITY OF THE BIRMINGHAM DISTRICT

RESOLUTION 2024-12698

**Resolution Authorizing Revisions to the Policy and
Procedures for Capital Assets**

RESOLVED by the Board of Commissioners of the Housing Authority of the Birmingham District that the President/CEO is hereby authorized to revise the Capital Assets Policy and take any and all necessary operating actions to maintain fiscal and operational efficiency of the Housing Authority of the Birmingham District.

Adopted this 21st day of March, 2024

ATTEST:

Chairperson

Dontrelle Young Foster, Secretary

(SEAL)



Policy and Procedures for Capital Assets

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CAPITAL ASSETS POLICY.....3
CAPITAL ASSETS PROCEDURES..... 3
 Tracking of Capitalized Assets.....3
 Conducting an Annual Inventory.....3
 Accounting for Assets..... 3

CAPITAL ASSETS POLICY

Capital assets are assets where the cost and other criteria meet the PHA's established capitalization policy. These assets are depreciated and tracked and controlled based on the PHA's depreciation schedule. In addition, capitalized assets are assets whose cost are at least ~~\$5,000~~ **\$10,000** and have an anticipated useful life of ~~one~~ **two** years or more. Capitalized assets must be tracked through the annual inventory process and verified to the PHA's list of capitalized assets. Appliances are a subset of non-capitalized assets that will be tracked and verified through the annual inspection process.

The PHA shall own all property purchased with PHA funds and all property received as gifts or donations. The PHA shall exercise responsibility of ownership for such property.

PHA assets should only be used to conduct official PHA operations. Use of PHA equipment for personal use is strictly prohibited. In addition, use of assets will only be allowed by the project or program which purchased the asset.

This policy applies to all PHA programs, including federal and non-federal programs. Programs that are managed by a third-party entity where the partnership agreements, regulatory agreements, and/or financial agreements may have their own capital asset policy are the exceptions to this policy.

CAPITAL ASSETS PROCEDURES

The implementation of the capital asset policy is organized into the following sections:

- Tracking of Capitalized
- Accounting for Assets

Tracking of Capitalized Assets

All assets that have been categorized as a capitalized asset will be tracked. All capitalized assets are tracked using an Excel spreadsheet. The Excel spreadsheet will track the following information for each capitalized or non-capitalized asset.

1. Item name and description
2. Purchase date
3. Purchase amount
4. Program for which the item was purchased/charged
5. Location of asset

Conducting an Annual Inventory

The PHA will compile annually a list of capitalized equipment using an Excel spreadsheet. The list is then used to verify the assets are property insured.

Accounting for Assets

The annual capitalized fixed asset lists used to book depreciation and reconcile to the financial statements and insurance policy.

HOUSING AUTHORITY OF THE BIRMINGHAM DISTRICT

REQUEST FOR BOARD ACTION

APPROVAL OF THE POLICY AND PROCEDURES FOR INVESTMENTS

MARCH 21, 2024

INTRODUCTION

The Policy and Procedures for Investments provide the guidance and management decisions for the investment of surplus funds. Cash management is the process of managing the cash flow of the PHA to optimize the PHA's use of funds. This process involves the timing of receipts and disbursements to assure the availability of funds to meet expenditures and to maximize the yield from the investment of temporary surplus funds.

The Annual Contributions Contract (ACC) requires the PHA to deposit and invest all program funds for projects under an ACC in accordance with the terms of the HUD General Depository Agreement and only in HUD-approved investments.

It is the PHA's general policy that the financial institution invests only in federal or state securities (both insured and un-insured) and require that adequate collateral be pledged for all deposits or investments with financial institutions. Adequate collateral is defined as collateral that exceeds the current Federal Deposit Insurance Corporation (FDIC) insurance coverage limit. The investment of choice by the PHA shall be certificates of deposit. All ACC funds are subject to the 100 percent collateralization policy specified in the General Depository Agreement (HUD Form 51999).

PURPOSE AND OBJECTIVE

The purpose of this request is to obtain Board approval for the adoption of the Policy and Procedures for Investments. Banking institutions require Board approved policy and procedures in order to enter into investments with the Housing Authority of the Birmingham District (HABD).

DESCRIPTION AND JUSTIFICATION

Currently the use of bases points is utilized to reduce banking fees. With market changes HABD would benefit from investing in certificate of deposits and Treasury bonds. The investments would be by federal program and the investment earning are used for program purposes only.

POLICY IMPACT

Implementation of a HUD suggested policy on Investments is in compliance with PIH Notice 1996-33, to enable HABD to enter into higher yielding investments.

ECONOMIC IMPACT/FUNDING SOURCE

Providing additional funding sources for program use in accordance with HUD suggested guidance issued through notices.

ATTACHMENTS

Policy and Procedures for Investments

ALTERNATIVE

None

RECOMMENDATION

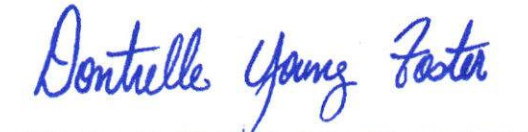
The President/CEO recommends adoption of this Resolution.

CERTIFICATION

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



Melanie Baker, CPA Interim CFO



Dontrelle Young Foster, President/CEO

THE HOUSING AUTHORITY OF THE BIRMINGHAM DISTRICT

RESOLUTION 2024 – 12699

Resolution Approving the Adoption of the Policy and Procedures for Investments

RESOLVED by Board of Commissioners of the Housing Authority of the Birmingham District hereby authorizes the adoption of the Policy and Procedures for Investments.

RESOLVED FURTHER by the Board of Commissioners of the Housing Authority of the Birmingham District that the President/CEO is hereby authorized to implement the proposed policy and to take any and all necessary operating actions to maintain fiscal and operational efficiency of the Housing Authority of the Birmingham District.

Adopted this 21st day of March 2024

ATTEST:

Chairperson

Dontrelle Young Foster, Secretary

(SEAL)



Policy and Procedures for Investments

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Policy and Procedures for Investments.....3
INVESTMENT POLICY.....3
INVESTMENT PROCEDURES.....3
 PHA Investment Program.....3
 Investment Management.....4
 Accounting and Reporting of Investments.....4

Policy and Procedures for Investments

INVESTMENT POLICY

This policy emphasizes the preservation of capital, liquidity, and maximization of interest earnings as the major objectives of the PHA's investment policy. Therefore, the PHA shall invest its funds in a manner which will provide the highest investment return with the maximum amount of security, while assuring the availability of cash for daily needs.

In making investments, the PHA must consider the following items.

- Safety – Safety shall be achieved by adherence to a HUD approved list of investment types.
- Liquidity – The term of the investments will be structured in accordance with the anticipated cash flows needs of the programs.
- Maximization of Interest Earnings – The goal of the PHA is to maximize the earnings generated from investments while balancing other considerations.
- Location – An attempt shall be made to invest at a local financial institution unless the rates are clearly not considered competitive.
- Administrative Cost – The PHA will consider the administrative work involved when choosing an investment.

Investment types shall be limited to the types prescribed by HUD in PIH Notice 1996-33 Attachment A or as amended by future HUD notices. The investment of choice by the PHA shall be certificates of deposit. All ACC funds are subject to the 100 percent collateralization policy specified in the General Depository Agreement (HUD Form 51999).

Other Federal and state funds administered by the PHA are subject to the investment types and collateralization requirements of the respective program.

For other funds, it is the PHA's general policy that the financial institution invest only in federal or state securities (both insured and uninsured) and require that adequate collateral be pledged for all deposits or investments with financial institutions. Adequate collateral is defined as collateral that exceeds the current Federal Deposit Insurance Corporation (FDIC) insurance coverage limit.

INVESTMENT PROCEDURES

The following investment procedures will be followed: 1) PHA investment program; 2) investment management; and 3) accounting and reporting of investments.

PHA Investment Program

All investments transactions, outside the scope of certificates of deposits and Treasury notes or bonds, must be authorized by the Board of Commissioners and documented in the minutes prior to the actual decision and action.

The investment program of the PHA is the responsibility of the President/CEO.

Investment Management

Investments will be in the name of the PHA.

To the extent possible, investments shall be staggered to allow for flexibility should the PHA need to cash in some investments.

Investments will not be pooled between programs (i.e., funds from separate programs will not be aggregated and invested in the same instrument).

Accounting and Reporting of Investments

Reconciliations will be performed quarterly. Investments will be reconciled from the investment statements to the investment register and general ledger.

A quarterly investment report will be prepared and provided to the President/CEO and Board of Commissioners. The report will include the information contained in the investment register as well as the investment activity conducted during the quarter.

For reporting purposes, cash equivalents are defined as all cash balances and highly liquid investments with a maturity of three months or less. Cash equivalents are carried at fair value. Investments with an initial maturity of more than three months are reported as investments.

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

HABD Staff Representative: Christie Hilliard, Real Estate Project Manager

Date: March 6, 2024

Department: Real Estate Development

Board of Commissioners' Meeting Date: Thursday, March 21, 2024, at 1:30 p.m.

Board Agenda Item(s):

1. Approval authorizing submission of demolition & disposition application for thirty-five (35) uninhabitable units.

Board of Commissioners' Committee Meeting Date/Time: Monday, March 11, 2024 at 1:00 p.m.

Approved by: Dontrelle Young Foster / 3/7/2024
Dontrelle Young Foster / Date
President/CEO/Contracting Officer

Duration of Presentation: 10 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: 3/11/2024

HABD Board Committee Member: Commissioner Barnes Date: 3/11/2024

HABD Staff Member: Christie Hilliard Date: 3/11/2024

HOUSING AUTHORITY OF THE BIRMINGHAM DISTRICT

REQUEST FOR BOARD ACTION

**APPROVAL AUTHORIZING SUBMISSION OF DEMOLITION & DISPOSITION
APPLICATION FOR THIRTY-FIVE (35) UNINHABITABLE UNITS**

March 21, 2024

INTRODUCTION

HABD identified 35 units at multiple sites listed in the chart below that are structurally unsafe and not feasible for rehabilitation. An initial demolition and disposition application (DDA) was submitted. A board resolution was approved; however, HUD's Special Application Center (SAC) has requested a more current board resolution.

PROPERTY	UNITS
Collegetown Center	3
Elyton Village	12
Ralph Kimbrough Homes	1
Charles P. Marks Village	3
Rev. Dr. Morrell Todd Community	5
North Birmingham Homes	3
Smithfield Court	8
TOTAL	35

PURPOSE AND OBJECTIVE

The purpose of this request is to obtain board approval to submit an updated DDA to the HUD Special Applications Center (SAC) to allow the Authority to dispose of and demolish uninhabitable units at various properties.

DESCRIPTION AND JUSTIFICATION

The Authority identified 35 units that are uninhabitable and not feasible for rehabilitation. This action is necessary for the benefit of the communities and the safety of residents. The disposition approval will take place initially and demolition will happen within each site redevelopment plan.

POLICY IMPACT

A demolition and disposition application will allow HABD to remove the units from the public housing inventory to maintain HUD compliance.

ECONOMIC IMPACT/FUNDING SOURCE

The estimated cost of remediation and demolition is \$350,000 to be funded from future Capital Fund Budgets.

ATTACHMENTS

The City of Birmingham Letter of Support
HUD Form 52860-B, TDC (Total Development Cost) Addendum
PNA (Physical Needs Assessment) Executive Summary and Unit List

ALTERNATIVE

A physical needs assessment was completed on the 35 units and it was determined that the cost to repair/renovate the units exceeds 85% of the replacement cost. HUD's guidelines require demolition if repair costs exceed 60% of the total development costs of replacement.

RECOMMENDATION

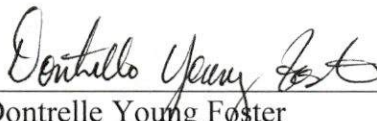
The President/CEO recommends the submission of a revised DDA application to the HUD SAC for the property units referenced above.

CERTIFICATION

The requested action conforms to 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. 2024-12700

**RESOLUTION AUTHORIZING SUBMISSION OF DEMOLITION & DISPOSITION
APPLICATION FOR THIRTY-FIVE (35) UNINHABITABLE UNITS**

RESOLVED by the Board of Commissioners of the Housing Authority of the Birmingham District that the President/CEO is hereby authorized to submit a demolition and disposition application to HUD's Special Application Center (SAC) for thirty-five units. The Authority has determined that thirty-five (35) units located at multiple properties are uninhabitable and not feasible to rehabilitate.

Adopted this 21st day of March 2024

Attest:

Chairperson

Dontrelle Young Foster, Secretary

(Seal)



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

Public Hearing of the Commissioners' of the Housing Authority of the Birmingham District

**George W. McCoy Building
1301 25th Avenue North
Birmingham, AL 35204
Thursday, March 21, 2024
1:30 p.m.**

AGENDA

- I. Adoption of Agenda**
- II. Presentation of the HABD PHA Plan for Fiscal Year (FY) 2025**
 1. Approval of the HABD PHA Plan for Fiscal Year (FY) 2025
- III. Person(s) Desiring to Speak before the Board of Commissioners**
- IV. Adjournment**

HOUSING AUTHORITY OF THE BIRMINGHAM DISTRICT

REQUEST FOR BOARD ACTION

Approval of the HABD PHA Plan for Fiscal Year (FY) 2025

March 21, 2024

INTRODUCTION

The HABD is required to submit a Five Year and Annual Plan (together known as the PHA Plan) to HUD in accordance with the Quality Housing and Work Responsibility Act of 1998 (QHWRA). The Public Housing Authority (PHA) plan is a comprehensive guide to policies, programs, operations, and strategies for meeting goals related to local housing needs. The HABD PHA Plan was prepared in accordance with established HUD rules and regulations. It is through the PHA plan that the Authority receives capital funding and operating subsidy. The Authority is not eligible for funding under these programs if HUD does not approve the Authority's PHA Plan.

On October 23, 2015, HUD issued Notice PIH 2015-18 requiring the use of a revised streamlined PHA Five-Year and Annual Plan template (50075). According to the notice, the Authority is only required to provide information that has been revised or modified from the previous Annual Plan, and to submit a Five Year Plan every five fiscal years.

PURPOSE/OBJECTIVE

The purpose of this Request for Board Action is to obtain Board approval of the FY2025 PHA Annual Plan and 2025-2029 Five Year Plan. The Authority is required to submit the PHA Annual Plan and Five Year Plan to comply with current HUD regulations and continue to receive HUD funding.

DESCRIPTION/JUSTIFICATION

The Authority has met the requirements under the QHWRA regarding resident participation through the Resident Advisory Board (RAB). The Authority provided copies of the plans to the members of the RAB. Additionally, the Authority posted the FY 2025 Plan elements on the HABD website, www.habd.org, and in The Birmingham Times. HABD staff met with the RAB on February 9, 2024 to discuss the plans, and the comments are available for review. The public hearing requirement is being met on March 21, 2024.

POLICY IMPACT

This action is consistent with the Authority's policy to comply with HUD regulations.

ECONOMIC IMPACT/FUNDING SOURCE

N/A

ATTACHMENTS

The HABD FY 2025 PHA Annual Plan, 2025-2029 Five Year Plan, and the Civil Rights Certification – HUD-50077 ST-HCV-HP are attached.

ALTERNATIVES

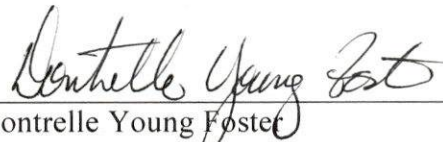
No alternatives were considered.

CERTIFICATION

The requested action is in conformance with all legal policy, regulatory requirements, and existing procurement practices and policies.



Seth Embry
Chief of Policy and Government Affairs



Dontrelle Young Foster
President and CEO

HOUSING AUTHORITY OF THE BIRMINGHAM DISTRICT

RESOLUTION NO. 2024-12701

Approval of the HABD PHA Plan for Fiscal Year (FY) 2025

RESOLVED by the Board of Commissioners of the Housing Authority of the Birmingham District that the Chairman be and he is hereby authorized to execute required document for submission of the HABD FY 2025 PHA Annual Plan and 2025-2029 Five Year Plan to HUD.

RESOLVED FURTHER that the President/CEO be and she hereby is authorized to attest to the submission of the HABD FY 2025 PHA Annual Plan and 2025-2029 Five Year Plan document as referenced above.

Adopted this 21st day of March 2024

Attest:

Chairperson

Dontrelle Young Foster, Secretary

(Seal)

5-Year PHA Plan (for All PHAs)

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

OMB No. 2577-0226
Expires: 03/31/2024

Purpose. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD; families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families

Applicability. The Form HUD-50075-5Y is to be completed once every 5 PHA fiscal years by all PHAs.

A.	PHA Information																																
A.1	<p>PHA Name: <u>Housing Authority of the Birmingham District</u> PHA Code: <u>AL001</u></p> <p>PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>07/2024</u> The Five-Year Period of the Plan (i.e. 2019-2023): <u>2025-2029</u> PHA Plan Submission Type: <input checked="" type="checkbox"/> 5-Year Plan Submission <input type="checkbox"/> Revised 5-Year Plan Submission</p> <p>Availability of Information. In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. Additionally, the PHA must provide information on how the public may reasonably obtain additional information on the PHA policies contained in the standard Annual Plan, but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official websites. PHAs are also encouraged to provide each resident council a copy of their PHA Plans.</p> <p>The PHA Plan is available at the HABD Central Office Distributed to the Resident Advisory Board and CPAB Presidents; Distributed at the Public Hearing and posted on www.habd.org; and noticed in <u>The Birmingham Times</u>.</p> <p><input type="checkbox"/> PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below.)</p> <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th rowspan="2">Participating PHAs</th> <th rowspan="2">PHA Code</th> <th rowspan="2">Program(s) in the Consortia</th> <th rowspan="2">Program(s) not in the Consortia</th> <th colspan="2">No. of Units in Each Program</th> </tr> <tr> <th>PH</th> <th>HCV</th> </tr> </thead> <tbody> <tr> <td>Lead PHA:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program		PH	HCV	Lead PHA:																							
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		PH	HCV																														
Lead PHA:																																	
B.	Plan Elements: Required for all PHAs completing this form.																																

B.1	<p>Mission. State the PHA's mission for serving the needs of low-income, very low-income, and extremely low-income families in the PHA's jurisdiction for the next five years.</p> <p style="text-align: center;">" The mission of the Housing Authority of the Birmingham District is to provide the highest standard of affordable housing while fostering vibrant, inclusive communities and serving as a catalyst for opportunity."</p>
B.2	<p>Goals and Objectives. Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low-income, very low-income, and extremely low-income families for the next five years.</p> <p>See HABD Goals and Objectives Attachment B.2</p>
B.3	<p>Progress Report. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.</p> <p>See HABD Goals and Objectives Progress Report Attachment B.3</p>
B.4	<p>Violence Against Women Act (VAWA) Goals. Provide a statement of the PHA's goals, activities, objectives, policies, or programs that will enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking.</p> <p>See HABD Goals and Objectives VAWA Attachment B.4</p>
C.1	<p>Significant Amendment or Modification. Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan.</p> <p>As mandated by the HUD, a public housing authority must define a substantial change to the Agency Plan. If a proposed change to the Agency Plan is considered a "substantial change," it must undergo a public process that includes: consultation with the Resident Advisory Board, a public comment period, public notification of where and how the proposed change can be reviewed and approved by the Housing Authority Boards of Commissioners. Therefore, HABD defines significant changes to the Agency Plan as follow:</p> <ul style="list-style-type: none"> ▪ Significant changes to tenant/resident admissions policies; ▪ Significant changes to the tenant/resident screening policy; ▪ Significant changes to public housing rent policies; ▪ Significant changes to the organization of the public housing or HCV waiting lists; ▪ Significant Changes in the use of replacement reserve funds under the Capital Fund Grant; ▪ Non-de-minimis changes to the identification of public housing units and/or property that will be subject to demolition, disposition, designation, or conversion activities; to exclude casualty or otherwise uninhabitable units. <p>Excluded from the definition of significant amendment/modification is the implementation or refinement of policies and programs contained in the 5-Year Plan or Annual Plan, or those implemented to comply with changes in regulations or law.</p>
C.2	<p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) have comments to the 5-Year PHA Plan?</p> <p>Y N <input checked="" type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, comments must be submitted by the PHA as an attachment to the 5-Year PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p>

C.3	<p>Certification by State or Local Officials.</p> <p><u>Form HUD-50077-SL</u>, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
C.4	<p>Required Submission for HUD FO Review.</p> <p>(a) Did the public challenge any elements of the Plan?</p> <p>Y N <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(b) If yes, include Challenged Elements.</p>
D:	<p>Affirmatively Furthering Fair Housing (AFFH).</p>
D.1	<p>Affirmatively Furthering Fair Housing. (Non-qualified PHAs are only required to complete this section on the Annual PHA Plan. All qualified PHAs must complete this section.)</p> <p>Provide a statement of the PHA's strategies and actions to achieve fair housing goals outlined in an accepted Assessment of Fair Housing (AFH) consistent with 24 CFR § 5.154(d)(5). Use the chart provided below. (PHAs should add as many goals as necessary to overcome fair housing issues and contributing factors.) Until such time as the PHA is required to submit an AFH, the PHA is not obligated to complete this chart. The PHA will fulfill, nevertheless, the requirements at 24 CFR § 903.7(o) enacted prior to August 17, 2015. See Instructions for further detail on completing this item.</p>
	<p>Fair Housing Goal:</p> <p><i>Describe fair housing strategies and actions to achieve the goal</i></p> <p>Goal: Ensure equal opportunity and affirmatively further fair housing.</p> <p>Strategy 1</p> <p>HABD will, on an ongoing basis, review fair housing policies and procedures with resident/participant and outside stakeholder groups. HABD will create a Fair Housing Advocacy Committee comprised of a diverse group of clients served by HABD and community partners to advise HABD on the needs of residents, participants, applicants, and the larger Birmingham community.</p>
	<p>Fair Housing Goal:</p> <p><i>Describe fair housing strategies and actions to achieve the goal</i></p> <p>Strategy 2</p> <p>HABD will form a working group of staff from across the Agency to become subject matter experts through ongoing training and collaborative efforts to ensure the Agency advances the principles of fair housing throughout its practices.</p> <p>Strategy 3</p> <p>HABD will implement modernization and development activities in a manner that meets or exceeds current ADA and accessibility requirements.</p>

Fair Housing Goal:

Describe fair housing strategies and actions to achieve the goal

Strategy 4

Through annual training and ongoing campaigns, HABD will ensure that staff are knowledgeable of laws and regulations concerning fair housing, and are equipped to effectively implement HABD policy and procedure.

Strategy 5

HABD will utilize all communication means (such as website, social media, print media, etc.) to inform residents, participants, applicants, landlords, and other partners of fair housing rights and responsibilities.

Instructions for Preparation of Form HUD-50075-5Y - 5-Year PHA Plan for All PHAs

A. PHA Information. All PHAs must complete this section. (24 CFR § 903.4)

A.1 Include the full PHA Name, PHA Code, PHA Fiscal Year Beginning (MM/YYYY), Five-Year Period that the Plan covers, i.e. 2019-2023, PHA Plan Submission Type, and the Availability of Information, specific location(s) of all information relevant to the hearing and proposed PHA Plan.

PHA Consortia: Check box if submitting a Joint PHA Plan and complete the table.

B. Plan Elements.

B.1 Mission. State the PHA's mission for serving the needs of low- income, very low- income, and extremely low- income families in the PHA's jurisdiction for the next five years. (24 CFR § 903.6(a)(1))

B.2 Goals and Objectives. Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low- income, very low- income, and extremely low- income families for the next five years. (24 CFR § 903.6(b)(1))

B.3 Progress Report. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan. (24 CFR § 903.6(b)(2))

B.4 Violence Against Women Act (VAWA) Goals. Provide a statement of the PHA's goals, activities objectives, policies, or programs that will enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking. (24 CFR § 903.6(a)(3)).

C. Other Document and/or Certification Requirements.

C.1 Significant Amendment or Modification. Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan. For modifications resulting from the Rental Assistance Demonstration (RAD) program, refer to the 'Sample PHA Plan Amendment' found in Notice PIH-2012-32, REV 2.

C.2 Resident Advisory Board (RAB) comments.

(a) Did the public or RAB have comments?

(b) If yes, submit comments as an attachment to the Plan and describe the analysis of the comments and the PHA's decision made on these recommendations. (24 CFR § 903.17(b), 24 CFR § 903.19)

C.3 Certification by State or Local Officials.

Form HUD-50077-SL, *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan*, must be submitted by the PHA as an electronic attachment to the PHA Plan.

C.4 Required Submission for HUD FO Review.

Challenged Elements.

(a) Did the public challenge any elements of the Plan?

(b) If yes, include such information as an attachment to the Annual PHA Plan or 5-Year PHA Plan with a description of any challenges to Plan elements, the source of the challenge, and the PHA's response to the public.

D. Affirmatively Furthering Fair Housing.

(Non-qualified PHAs are only required to complete this section on the Annual PHA Plan. All qualified PHAs must complete this section.)

D.1 Affirmatively Furthering Fair Housing. The PHA will use the answer blocks in item D.1 to provide a statement of its strategies and actions to implement each fair housing goal outlined in its accepted Assessment of Fair Housing (AFH) consistent with 24 CFR § 5.154(d)(5) that states, in

relevant part: "To implement goals and priorities in an AFH, strategies and actions shall be included in program participants' ... PHA Plans (including any plans incorporated therein) Strategies and actions must affirmatively further fair housing" Use the chart provided to specify each fair housing goal from the PHA's AFH for which the PHA is the responsible program participant – whether the AFH was prepared solely by the PHA, jointly with one or more other PHAs, or in collaboration with a state or local jurisdiction – and specify the fair housing strategies and actions to be implemented by the PHA during the period covered by this PHA Plan. If there are more than three fair housing goals, add answer blocks as necessary.

Until such time as the PHA is required to submit an AFH, the PHA will not have to complete section D.; nevertheless, the PHA will address its obligation to affirmatively further fair housing in part by fulfilling the requirements at 24 CFR 903.7(o)(3) enacted prior to August 17, 2015, which means that it examines its own programs or proposed programs; identifies any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement; and maintain records reflecting these analyses and actions. Furthermore, under Section 5A(d)(15) of the U.S. Housing Act of 1937, as amended, a PHA must submit a civil rights certification with its Annual PHA Plan, which is described at 24 CFR 903.7(o)(1) except for qualified PHAs who submit the Form HUD-50077-CR as a standalone document.

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced the 5-Year PHA Plan. The 5-Year PHA Plan provides the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families and the progress made in meeting the goals and objectives described in the previous 5-Year Plan.

Public reporting burden for this information collection is estimated to average 1.64 hours per year per response or 8.2 hours per response every five years, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Privacy Act Notice. The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality.

Attachment B.2

HABD 2025-2029 Goals and Objectives



FIVE-YEAR PLAN GOALS & OBJECTIVES 2025-2029

B.1: Mission

The mission of the Housing Authority of the Birmingham District is to provide the highest standard of affordable housing while fostering vibrant, inclusive communities and serving as a catalyst for opportunity.

B. 2: Goals and Objectives

HABD has chosen to retain the strategic goals and objectives endorsed by the Department of Housing and Urban Development.

HUD Strategic Goal 1: Support Underserved Communities

1. PHA Goal: Expand the supply of assisted housing

Objectives:

- 1) Support the development of 1,000 units of affordable housing through the awarding of Project Based Vouchers (PBVs).
- 2) Maintain 98% utilization of the Housing Choice Voucher (HCV) Program.
- 3) We will augment the supply of assisted housing by identifying new opportunities for development and optimizing the use of existing resources.

2. PHA Goal: Improve the quality of assisted housing

Objectives:

- 1) Exceed the American Customer Satisfaction Index (or a similar rating system) for government with a score of at least 75%.
- 2) Achieve a SEMAP High Performer Rating annually.
- 3) Enhance Housing Quality: The quality of assisted housing will be improved through ongoing maintenance programs and regular updates to living facilities, including resident education on upkeep.

3. PHA Goal: Increase assisted housing choices

Objectives:

- 1) Prioritize deconcentration of voucher families.
- 2) Ensure PBV projects reflect a diversity of housing choices, accessible to members of our community in underserved areas.
- 3) Place at least 1/3 of new PBVs in areas with target areas – low poverty, low rates of affordable housing, access to transportation, etc. – *to be defined*.
- 4) Broaden Housing Choices: By collaborating with regional and site property managers, we will broaden the array of housing choices available to our residents.

HUD Strategic Goal 2: Ensure Access to and Increase the Production of Affordable Housing

4. PHA Goal: Provide an improved living environment

Objectives:

- 1) **Enrich Living Environments:** We aim to enhance living conditions by providing necessary training to residents and engaging suitable partners for support.
- 2) **Foster Self-Sufficiency:** The Triage Initiative will continue alongside workforce development efforts to aid residents in achieving financial independence.
- 3) Continue efforts to secure additional grants will also be sustained to support both resident programs and staff compensation.
- 4) **Reduce Overall Crime by 5% Annually.**
- 5) Identify security measure in all HABD properties to assist property management with access in knowing who is entering and exiting the property and main office.
- 6) Install speed bumps at various sites to reduce vehicle speed and increase safety for pedestrians.

5. PHA Goal: Promote self-sufficiency and asset development of assisted households

Objectives:

- 1) Increase homeownership in the HCV program to 2.5% of available vouchers (156)
- 2) Dedicate staff to the homeownership program
- 3) Partner internally and externally with service providers

6. PHA Goal: Ensure equal opportunity and affirmatively further fair housing

Objectives:

- 1) Educate participants and landlords on fair housing.
- 2) Partner with local agencies on fair housing efforts.

HUD Strategic Goal 3: Promote Homeownership

7. PHA Goal: Take a leadership role in the creation of significant additional organizational capacity to provide and maintain quality affordable housing in Birmingham and the region.

Objectives:

- 1) Build upon the successes of clients served under the 5(h) program,
- 2) HABD has recruited and hired a Lease/Purchase Facilitator to engage partners on progress for readiness and timeline for purchase and prioritization of existing HABD program participants (FSS, Section 8, and current Lease/Purchase participants).
- 3) HABD will continue to engage with HUD Approved counseling agencies to prepare our residents for the transition to homeownership. Coordination of homebuyer education workshops for Legacy Homeownership program participants.
- 4) HABD is also working to establish counseling practices in accordance with the Housing and Urban Development's National Industry Standard for approved counseling agencies. Including

the establishment of a software repository (CounselorMax) for client information to be reported to the Department Head of Strategic Initiatives, HABD leadership team, and Department of Housing and Urban Development.

8. PHA Goal: Increase the public awareness of HABD's resources and programs that are offered to assist in improving the lives of residents

Objectives:

- 1) Create a quarterly, digital newsletter issued to critical stakeholders highlighting the latest HABD affordable housing initiatives, residents accomplishing self-sufficiency goals, HABD housing redevelopments and improvements, etc.
- 2) Issue weekly updates to PHA staff and Board Commissioners with pertinent agency updates, process changes and news.
- 3) Hold annual informational sessions for residents to provide updates related to the Annual Plan, as part of the larger 5-year plan, and receive feedback before submission to HUD.
- 4) Pitch and offer PHA updates and news pertaining to resident success, redevelopment efforts, agency processes and leadership to media partners as they relate to the 5-year plan.
- 5) Utilize PHA consultants, as needed, to produce content and or public-facing events/engagements that highlight goals and accomplishments in and of the 5-year plan.
- 6) Maintain strong digital presence across PHA website and social media that exhibits up-to-date information pertaining to 5-year goals, efforts and accomplishments.

9. PHA Goal: Leverage public/private partnerships to provide more resources and opportunities for our residents

Objectives:

- 1) Efforts will be made to elevate public awareness of HABD's resources and programs through direct engagement with residents, social media campaigns, and local media partnerships.

HUD Strategic Goal 4: Advance Sustainable Communities

10. PHA Goal: Increase opportunities for economic empowerment and community development

Objectives:

- 1) The Triage Initiative will be a cornerstone of our strategy, alongside the pursuit of grants to provide resident training and job opportunities, contributing to the economic vitality of the community.

11. PHA Goal: Create and support strategies to promote environmental quality with sustainable plans that include frequent check-ins for progress

Objectives:

- 1) Central Office Front Lobby Visitor Access: Install ID Machine technology to increase sufficiency and safety of visitors and contractor entering and working in the building.

- 2) Central Office Card Swipe: To better control access from the front lobby to the main hallways.
- 3) Central Office Additional Cameras: To cover current blind spots within the building and the perimeter.
- 4) Central Office Cameras Remote Access: Change CCTV to Remote Access in order to verify alarms.
- 5) Public Safety Office: Create a badge for the Public Safety Office/Employees for proper identification when handling official public safety duties.

HUD Strategic Goal 5: Strengthen HABD's Internal Capacity

12. PHA Goal: Make the work environment a place that employees enjoy

Objectives:

- 1) Review and finalize compensation analysis by March 2024, continue review of job description through March 2025.
- 2) Assess current HR processes and limited technology to determine areas for automation short-term and long-term to increase HR efficiency
 - a. Review paper processes and at minimum begin transition to writable PDFs by December 2024
 - b. Assess HR Systems to determine best solution to assist at every stage of the employee life cycle (ATS, Background Screening/Drug Test, Onboarding, Benefits Enrollment, HRIS, Performance, Compensation, FMLA and LMS) through June 2028
 - i. Vet vendor products (ADP) by June 2024
 - ii. Gather data and determine implementation plan with vendor by August 2024
 - iii. Begin implementation by October 2024 complete full implementation of HRMS applications TBD)
- 3) Develop succession planning and training program to build effective and future ready leaders through June 2028
 - a. Develop phase I training program for management by Dec 2024
 - b. Develop phase I shadowing program for staff by Dec 2025
 - c. Enhance development opportunities for leaders and staff through June 2028
 - d. Assess departments to identify staffing needs and areas for opportunities, promote a positive and thriving work environment and increased productivity.
 - i. Conduct listening sessions by June 2024
 - ii. Administer first annual engagement survey by April 2026
- 4) Establish work/hybrid/flex work options plan by Dec 2024
- 5) Review employee benefits program to identify trends, reengage employees and remain competitive in industry; implement identified changes by Jan 2028

13. PHA Goal: Support the team by giving employees what they need to be successful

Objectives:

- 1) Provide technology solutions that support a flexible, collaborative, and inclusive data processing environment for achieving the agency's goals.
- 2) Facilitate new mobile data processing strategies that support client cloud resource use.
- 3) Leverage new technology, resources, and training opportunities to ensure improved services and support.
- 4) Work with vendors, residents, and staff to improve online initiatives and services.
- 5) Leverage training opportunities, repositories, and knowledgebase resources that are readily available to the agency.
- 6) Make data-driven decisions in order to inform technology purchases and services through prioritization and optimization.
- 7) Streamline Information Technology and agency processes in order to promote greater autonomy and improved use of resources.
- 8) Commit to recruiting and retaining the right talent and the professional and technical development of the IT team.
- 9) Create an IT Governance Structure through collaboration with department heads, users, residents, and vendors.
- 10) Enhance communication efforts through monthly constant contact, agency website, and agency email system.
- 11) Research alternative ways of conducting business processes that could leverage technology.
- 12) Provide resources and a sustainable technology framework to support the agency.
- 13) Identify and eliminate barriers, unnecessary workflows, duplicative and/or redundant effort, processes, and steps.
- 14) Leverage hosted solutions where feasible.
- 15) Ensure services are available, and proper backup procedures are being followed.
- 16) Maintain a comprehensive IT security position and proactively address information security, network security, disaster recovery, and compliance issues.

Attachment B.3
HABD 2020-2024 Goals and Objectives
Progress Report



B.3 Progress Report

Below are statements regarding HABD's progress made towards meeting goals in the previous 5-Year Plan.

HUD Strategic Goal 1: Increase the availability of decent, safe, and affordable housing.

PHA Goal 1: Expand the supply of assisted housing

1. Apply for additional rental vouchers:
 - a. HABD was not awarded Stability Vouchers.
 - b. HABD was awarded 28 VASH vouchers in December 2023. Those will be issued sometime in 2024.

PHA Goal 2: Improve the quality of assisted housing

1. HABD obtained a Standard rating for the FY 2023 SEMAP Assessment.
2. HABD was awarded replacement vouchers for its Section 8 Single Room Occupancy program.
3. The last fiscal year, 2023, closed with an adjusted occupancy rate of 95.71% for public housing.

PHA Goal 3: Increase assisted housing choices

1. HABD was awarded a Mobility-Related Services grant which will allow the agency to increase housing choices for over 500 families in the next five years.

HUD Strategic Goal 2: Improve community quality of life and economic vitality

PHA Goal 4: Provide an improved living environment

1. The demolition is fully completed of the Southtown public housing community. Two new replacement housing projects broke ground and are currently under construction. Southtown Family is a 60 unit family development scheduled for construction completion by the end of 2024. Southtown Senior is a 143 unit senior development scheduled for construction completion mid-year 2025.
2. HABD was awarded the Choice Neighborhoods Implementation grant in July 2023. This will allow HABD to increase housing choice and quality by producing 920 new units of housing along with a suite of supportive services and neighborhood investments.
3. The overall year to date criminal statistics for HABD are as follow:
 - a. Violent Crime decreased 26.4% in comparison to the last plan year.
 - b. Property Crime decreased 10.1% in comparison to the last plan year.
 - c. Overall Crime decreased 18.6% in comparison to the last plan year.
4. Implement Neighborhood Block Watch Program by Local Law Enforcement Agency. The neighborhood block watch program was expanded to Elyton Village, and Tuxedo Terrace I/II is pending assignment.
5. Silent Alarms. Installed silent alarms in all property management offices and community center offices.

HUD Strategic Goal 4: Promote self-sufficiency and asset development of families and individuals

PHA Goal 5: Promote self-sufficiency and asset development of assisted households

1. Goal 1: Increase and maintain the participation rate in the FSS Program to at least 100% annually.
2. Goal 2: 100% of FSS employed participants will maintain employment.
3. Goal 3: Increase the number of the FSS Participants with Escrow Accounts annually.
4. participating in the FSS Program

HUD Strategic Goal 5: Ensure equal opportunity in housing for all Americans.

PHA Goal 6: Ensure equal opportunity and affirmatively further fair housing

1. HABD continues to comply with Fair Housing Act regulations in an effort to provide nondiscriminatory housing and community development programs.
2. HABD employee attend Fair Housing training annually to ensure employees are knowledgeable of Fair Housing Act updates. Held initial meeting for Fair Housing Working Group December 15, 2023.
3. HABD continue to comply with the Fair Housing Act by increasing awareness to our residents and community partners with the various HUD conversion transformation programs.

Other PHA Goals and Objectives:

PHA Goal 7: Take a leadership role in the creation of significant additional organizational capacity to provide and maintain quality affordable housing in Birmingham and the region.

1. HABD moved forward with the Thrive 2035 plan to reposition all properties in the public housing portfolio. Smithfield Court – HABD has begun implementation of the CNI program and replacement housing plan. Cooper Green – HABD submitted the RAD application and received a RAD CHAP for the Cooper Green site. Plans for substantial rehabilitation were completed and financing applications for tax exempt bond and 4% low income housing tax credits were submitted to Alabama Housing Finance Authority (AHFA). Collegeville – Plans for Phase I of the Collegeville redevelopment were finalized with a RAD Transfer of Assistance to the former Ensley School site. Design and financing plans were also finalized.
2. HUD awarded the CNI grant to Birmingham on July 26, 2023 and HABD worked closely with the City to quickly engage the CNI team to begin the transformation of the CNI neighborhood and the redevelopment of the Smithfield Court public housing site. HABD (Lead Grantee) is leading the Birmingham CNI team, which includes local and national experts, to work with the Smithfield Court residents, the Smithfield/College Hills/Graymont Choice stakeholders. The City of Birmingham is the co-Grantee and Neighborhood Implementation Entity, Integral Properties/Rule Enterprises is the Housing Implementation Entity, The Ascent Project is the People/Education Implementation Entity, Birmingham City Schools is the Principal Education Partner, the University of Alabama is the Anchor Institution/Evaluation Partner and the United Way of Central Alabama plays a key partner role in this transformation.

PHA Goal 8: Increase the public awareness of HABD's resources and programs that are offered to assist in improving the lives of residents

1. Multiple press releases issued about HABD resources and programming including, but not limited to, the Housing Choice Voucher Turkey Giveaway, the HABD/Publix/Shipt Thanksgiving Dinner Giveaway for Public Housing Residents, the awarding of the \$50M CNI grant, the hiring of a CHRO and VP of Strategic Initiatives, the opening of the one- and two-bedroom PH Waitlist, the groundbreaking of Southtown redevelopment, the establishment of the HCV (Section 8) Call Center, the Conversations over Pizzas initiative, the Selma Jubilee trip for HABD youth residents, the \$262,397 grant from the FCC to increase awareness of the Affordable Connectivity Program, and the election of new HABD Board leadership.
2. Sustained strong working relationships with local and regional news outlets and received media coverage of multiple events and programs, including but not limited to the Southtown redevelopment groundbreaking, Annual Employment and Career Fair, visit from Secretary Fudge to announce CNI Award, Conversations over Pizza, Security Upgrades at Todd Homes community, Southtown redevelopment progress, Magic City YouthBuild program, and the Public Housing Waitlist.
3. Issued weekly, recurring updates to all HABD staff and the Board of Commissioners through Constant Contact.
4. Held various all-staff team bonding events to improve morale and employee wellness, including a kick off to the Magic City Classic and Wellness Day at Railroad Park.
5. Sponsored and attended various partner events to support local scholarships and community service efforts, including but not limited to the HBCU Breakfast presented by Spire and the Birmingham Business Alliance, the MLK Jr. Unity Breakfast, the MLK Day Drum Run Scholarship Fundraiser, and the Birmingham Civil Rights Institute founding celebration.
6. Created and distributed mid-year review newsletters to all public housing residents to keep them informed of HABD happenings.
7. Created and issued magnets to Housing Choice Voucher program participants to inform them of the newly implemented Section 8 Call Center.
8. Completed and implemented the newly designed HABD website to streamline information and resource access.
9. Increased social media presence, following and engagement and created a LinkedIn account for the agency to support business efforts and talent recruitment.
10. Created and placed an advertisement in the Birmingham Times Black History Month edition.
11. Procured new technology, like Adobe Creative Cloud, to improve content creation.
12. Expanded the internal Public Relations team by recruiting and hiring a Public Relations Coordinator.
13. Created and distributed an HABD brand guide to staff to ensure all materials from HABD, and to vendors for marketing materials, are of the same branding.
14. Coordinated partner, resident and planning meetings leading up to the interview and subsequent awarding for the \$50M Choice Neighborhoods Implementation grant.
15. Maintained a website specifically for the Smithfield Court Choice Neighborhoods grant awarding, SmithfieldChoice.org.
16. Attended/participated in various community events, programs and conferences to expand on best practices, engage new partners, and build on established relationships. Events and conferences include but are not limited to SERC-NAHRO, Operation Hope Global Forums Annual Meeting, National Urban League Conference, Congressional Black Caucus Foundation's annual Legislative Forum, PHADA Annual Legislative Forum, Prosper's Connection for Communications Professionals, Birmingham Business Hall of Fame Induction, and the Kiwanis Club of Birmingham weekly business luncheons.
17. Held *Demonstrating Leadership* forum for HABD leadership to meet with City of Birmingham

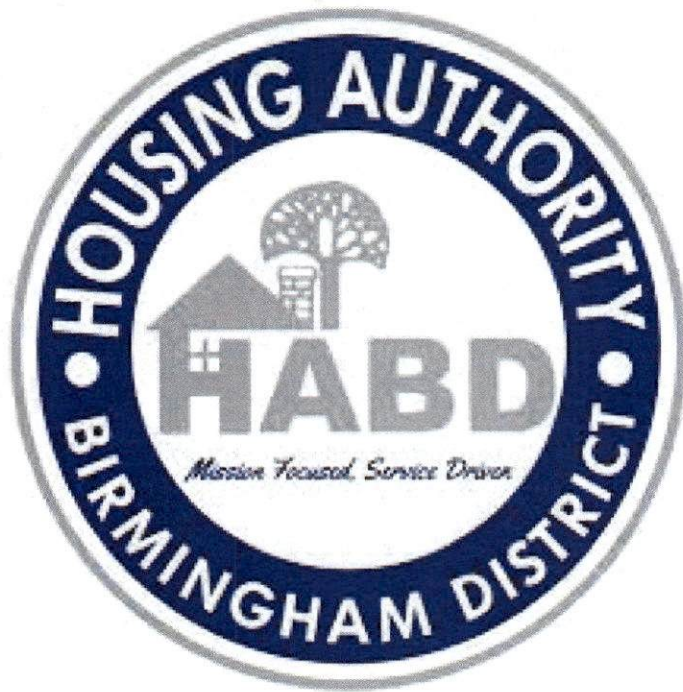
leadership and learn more about the agency's best practices and structures.

18. Procured new marketing materials, including a modernized podium, with branding reflecting the new motto: Mission Focused, Service Driven.
19. Participated in the City of Birmingham's *Page Pals* initiative and the Kiwanis Club of Birmingham's *Kiwanis Reads* initiative to strengthen partnerships with the City and corporate partners through providing literacy support to third graders.

PHA Goal 9: Leverage public/private partnerships to provide more resources and opportunities for our residents:

1. YouthBuild welcomed twelve new participants to begin Mental Toughness orientation to the most recent grant program cohort. The orientation is designed to gauge participants' desire to join the program, and evaluate their willingness and ability to be successful in the program. GED participants received support through an onsite instructor who provides training in math, science, social studies and language arts. Three YouthBuild participants were recommended to Lawson State Community College to begin CNA training. This cohort is slated to begin in March 2024. YouthBuild staff attended UAB Trade Expo at Birmingham Public Library to network with potential partners and other community members in regard to job placement, continuing education opportunities and professional development support.
2. Virtual Village website offers an extension for the services provided by the Campus of Hope/Envision Center. To help better serve the community there have been more than 11,000 residents added to our tracking system to access their need for services.
3. HABD was awarded a grant to participate the FCC's Pilot Program "Your Home Your Internet" (YHYI) for its Affordable Connectivity Program (ACP). The FCC ended the program early and ordered the grant to wind down and close out all enrollment activity by February 7, 2024. HABD was successful with enrolling many residents who did not previously have internet access and operated outreach activities which reached 6,232 households.

Attachment B.4 Violence Against Women Act (VAWA)



Violence Against Women Act Policy

Background

The Violence Against Women Act (VAWA) was enacted into federal law in 1994 to improve federal, tribal, state, and local efforts to reduce the incidence of violence towards women, domestic violence and sexual assault. Since 1994, VAWA has been reauthorized several times, extending the reach of the law and making its protections more robust. The most recent reauthorization was signed into law in March of 2022 and updated the housing-related language, added new enforcement mechanisms for HUD, and provided additional resources for training and technical assistance.

VAWA prohibits housing authorities and other covered housing providers from denying or terminating housing assistance to applicants or tenants because they have experienced domestic violence, dating violence, sexual assault, or stalking. Additionally, housing providers must provide certain remedies such as emergency transfers for reasons related to violence.

VAWA applies to all of the HUD programs that HABD administers, including the public housing, Housing Choice Voucher, project-based Section 8, and Section 8 Moderate Rehabilitation Single Room Occupancy programs. Although the name of the act suggests the law only applies to women, all persons, regardless of gender, are protected by the law and encouraged to take advantage of the mechanisms to enhance safety from violence.

Purpose

HABD fully supports the intent of the Violence Against Women Act and is committed to implementing associated regulations in full accordance with the law. This document unites existing HABD policy and procedure in one location to provide transparency, open access to these protections, and to simplify Agency response to VAWA-related issues. The policy also reflects the most recent changes to VAWA as of the date of approval. This policy applies to all programs administered by HABD, and all HABD employees are responsible for understanding and applying the policy in an effective manner. As this policy provides protections and rights which, in some cases, alter the manner in which HABD administers the covered programs, where there are conflicts between Agency policies such as the ACOP and Administrative Plan and this policy, this policy governs.

Policy

Admission and Termination of Assistance

HABD will not deny admission or assistance to any applicant on the basis of their status as a victim or survivor of domestic violence, dating violence, sexual assault, or stalking. HABD will not terminate assistance to or evict from housing any individual on the basis of their status as a victim or survivor of domestic violence, dating violence, sexual assault, or stalking.

HABD will not terminate assistance to any applicant on the sole basis of criminal activity directly relating to domestic violence, dating violence, sexual assault, or stalking committed by a member or guest of the household if the tenant or an affiliated individual of the tenant is the victim or threatened victim of criminal activity cited. Exceptions to this policy are:

- HABD will comply with a court order that assigns rights of access to or control of property
- HABD will enforce other lease and program provisions that may result in the termination of assistance to or eviction of a tenant who is a victim of covered violent acts
- HABD will enforce lease and program provisions if there is an actual and imminent threat to other tenants, employees, contractors, or others legally allowed to live or work on the premises of the dwelling occupied by the victim of covered violent acts if the victim is not terminated or evicted (§12491(b)(3)(C))

HABD will not discriminate or retaliate against any individual who has advocated for the rights of themselves or others in relation to VAWA, or who has filed or supported a complaint against HABD in connection with rights made available under VAWA.

HABD will not penalize any party, to include tenants, residents, occupants, guests, and applicants, based on their requests for assistance (for themselves or others) or based on criminal activity of which they are a victim or otherwise not at fault.

HUD Requirements

1. HABD's public housing leases contain the updated provisions of 24 CFR Part 5, Subpart L. To maintain consistency across programs, all HABD residential leases will contain these provisions.
2. HABD provides the VAWA Notice of Occupancy Rights to all adult applicants of public housing, HCV, PBV, and PBRA. To maintain consistency across programs, all applicants for housing assistance from HABD will be provided the notice (HUD Form 5380). Along with Form 5380, HABD will provide the Certification of Domestic Violence, Dating Violence, Sexual Assault, or Stalking, and Alternative Documentation, HUD Form 5382.
 - a. The form is also available at all management offices, the Rental Assistance Department, and the Central Office.
3. HABD provides the VAWA Notice of Occupancy Rights to any public housing, HCV, PBV, or PBRA tenant or participant at the time any HABD notification of eviction or termination of assistance is provided. To maintain consistency across programs, all tenants and participants in HABD's housing assistance programs will be provided the notice along with HUD Form 5382.
4. HABD will maintain all information relating to an applicant, tenant, or participant's status as a victim of covered activity (domestic violence, stalking, etc.) submitted by an applicant, tenant, or participant in strict confidence. No such information is to be entered into the HABD system of record, into shared electronic or hard copy files, or any database, or shared with any other entity or individual not involved with the claim, including other employees, with the exception of the following: Property Operations Department Head, Section 504/Reasonable Accommodations Coordinator, President/CEO, or a designee of the President/CEO.
5. Emergency Transfer Plan – HABD's Emergency Transfer Plan is attached to this Policy. It applies to all covered programs administered by HABD.

Certification and Documentation

HABD requires the provision of documentation when an individual presents a claim for VAWA protections. The claim itself may be presented in a verbal statement. The list of acceptable documentation is as follows:

- HUD Form 5382
- A written statement signed by an individual (employee, agent, or volunteer) associated with a victim service provider, an attorney, or medical or mental health professional from whom the victim sought assistance related to the covered acts of violence. The statement must be signed by the tenant/participant/application seeking VAWA protections.
- A record of a Federal, State, tribal, territorial, or local law enforcement agency, court, or administrative agency
- Other evidence provided by the individual that supports the claim, including but not limited to audio/video recordings, communications from the perpetrator, or statements from individuals other than those providers and professionals listed above, however those statements must meet the same criteria.

The individual presenting the claim determines which documentation to supply. If HABD staff is already aware of the abuse, staff should provide a signed and dated statement in lieu of documentation if requested by the individual.

If the documentation provided conflicts with information provided by another individual, information separately available to HABD, or more than one individual claims to be the victim in the same situation, HABD will require third-party documentation claiming to be a victim of covered violent acts listed above (with the exception that the HUD Form 5382 is not considered third-party documentation).

In order to prevent any adverse action by HABD, the individual must provide all requested documentation within 30 calendar days of the date of the request. HABD will not schedule an eviction, grievance hearing, informal review, or informal hearing for the to take place until the 30 days has elapsed. Once that time period has elapsed, HABD will continue any enforcement of Agency policy the family is subject to. The family retains their rights to grievance hearings, informal hearings, and informal reviews regardless of their failure to submit documentation.

Family Break-up

HABD will take steps to preserve the assistance of the victim of domestic violence, dating violence, sexual assault, or stalking when terminating assistance or evicting the perpetrator of such violence.

Perpetrators will be allowed to rejoin the household at the request of the family if they meet all eligibility criteria.

Lease Bifurcation

HABD will, to the extent allowed by law, bifurcate leases in order to evict or terminate assistance to perpetrators of criminal activity directly related to domestic violence, dating violence, sexual assault, or stalking. Lease bifurcation removes the perpetrator from the unit without evicting or removing the victim from the unit.

If HCV/PBV owners decide to bifurcate a lease to an assisted family, HABD will assist the family with continued assistance if desired. Owners should notify HABD in advance of this action in order to offer assistance to the family. HABD will grant an exception to the established subsidy standard if, given the change in family composition, it would adversely impact the family.

If the family subject to lease bifurcation is a mixed family, and the victim is a member of the household who hasn't contended eligible immigration status, the remaining family members will have 30 days to indicate eligible immigration status to continue receiving assistance.

Perpetrators will be allowed to rejoin the household at the request of the family if they meet all eligibility criteria.

HCV Homeownership

Individuals assisted under the HCV Homeownership program may be provided with tenant-based assistance while owning the title or interest in the prior home, or be provided an exception to Agency policy on the number of allowable moves in a one-year period in order to protect the health and safety of the family/family member that has been the victim of domestic violence, dating violence, sexual assault, or stalking.

Resources

- [VAWA's housing provisions are at 34 U.S.C. 12491, et seq](#)
- [PIH Notice 2017-08: Violence Against Women Reauthorization Act of 2013 Guidance](#)
- [H Notice 2017-05: Violence Against Women Act \(VAWA\) Reauthorization Act of 2013 – Additional Guidance for Multifamily Owners and Management Agents](#)
- [VAWA Regulations \(2013\)](#)
- [The Violence Against Women Act Reauthorization Act of 2022: Overview of Applicability to HUD Programs](#)

Definitions

Bifurcate

To divide a lease as a matter of law, subject to the permissibility of such process under the requirements of the applicable HUD-covered program and State or local law, such that certain tenants or lawful occupants can be evicted or removed and the remaining tenants or lawful occupants can continue to reside in the unit under the same lease requirements or as may be revised depending upon the eligibility for continued occupancy of the remaining tenants and lawful occupants.

Dating partner

The term "dating partner" refers to a person who is or has been in a social relationship of a romantic or intimate nature with the abuser, and where the existence of such a relationship shall be determined based on a consideration of—

- (A) the length of the relationship;
- (B) the type of relationship; and
- (C) the frequency of interaction between the persons involved in the relationship

Dating violence

The term "dating violence" means violence committed by a person—

- (A) who is or has been in a social relationship of a romantic or intimate nature with the victim; and
- (B) where the existence of such a relationship shall be determined based on a consideration of the following factors:
 - (i) The length of the relationship.
 - (ii) The type of relationship.
 - (iii) The frequency of interaction between the persons involved in the relationship

Domestic violence

The term "domestic violence" includes felony or misdemeanor crimes committed by a current or former spouse or intimate partner of the victim under the family or domestic violence laws of the jurisdiction receiving grant funding and, in the case of victim services, includes the use or attempted use of physical abuse or sexual abuse, or a pattern of any other coercive behavior committed, enabled, or solicited to gain or maintain power and control over a victim, including verbal, psychological, economic, or technological abuse that may or may not constitute criminal behavior, by a person who—

- (A) is a current or former spouse or intimate partner of the victim, or person similarly situated to a spouse of the victim;
- (B) is cohabitating, or has cohabitated, with the victim as a spouse or intimate partner;
- (C) shares a child in common with the victim; or
- (D) commits acts against a youth or adult victim who is protected from those acts under the family or domestic violence laws of the jurisdiction

Economic abuse

The term "economic abuse", in the context of domestic violence, dating violence, and abuse in later life, means behavior that is coercive, deceptive, or unreasonably controls or restrains a person's ability to acquire, use, or maintain economic resources to which they are entitled, including using coercion, fraud, or manipulation to—

- (A) restrict a person's access to money, assets, credit, or financial information;
- (B) unfairly use a person's personal economic resources, including money, assets, and credit, for one's own advantage; or
- (C) exert undue influence over a person's financial and economic behavior or decisions, including forcing default on joint or other financial obligations, exploiting powers of attorney, guardianship, or conservatorship, or failing or neglecting to act in the best interests of a person to whom one has a fiduciary duty

Elder abuse

The term "elder abuse" means any action against a person who is 50 years of age or older that constitutes the willful—

(A) infliction of injury, unreasonable confinement, intimidation, or cruel punishment with resulting physical harm, pain, or mental anguish; or

(B) deprivation by a person, including a caregiver, of goods or services with intent to cause physical harm, mental anguish, or mental illness

Personally identifying information or personal information

The term "personally identifying information" or "personal information" means individually identifying information for or about an individual including information likely to disclose the location of a victim of domestic violence, dating violence, sexual assault, or stalking, regardless of whether the information is encoded, encrypted, hashed, or otherwise protected, including—

(A) a first and last name;

(B) a home or other physical address;

(C) contact information (including a postal, e-mail or Internet protocol address, or telephone or facsimile number);

(D) a social security number, driver license number, passport number, or student identification number; and

(E) any other information, including date of birth, racial or ethnic background, or religious affiliation, that would serve to identify any individual

Sexual assault

Any nonconsensual sexual act proscribed by Federal, tribal, or State law, including when the victim lacks capacity to consent

Stalking

The term "stalking" means engaging in a course of conduct directed at a specific person that would cause a reasonable person to—

(A) fear for his or her safety or the safety of others; or

(B) suffer substantial emotional distress

Technological abuse

The term "technological abuse" means an act or pattern of behavior that occurs within domestic violence, sexual assault, dating violence or stalking and is intended to harm, threaten, intimidate, control, stalk, harass, impersonate, exploit, extort, or monitor, except as otherwise permitted by law, another person, that occurs using any form of technology, including but not limited to: internet enabled devices, online spaces and platforms, computers, mobile devices, cameras and imaging programs, apps, location tracking devices, or communication technologies, or any other emerging technologies.

Attachment C.2

Resident Advisory Board (RAB) Comments

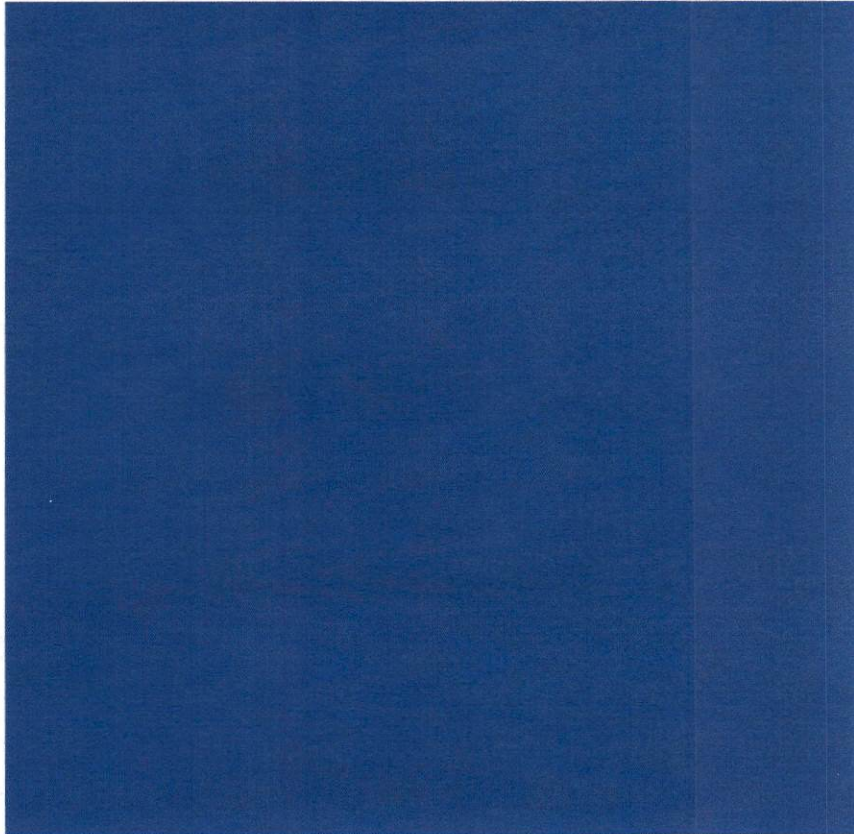


Narrative to describe the analysis of the RAB recommendations and the decisions made on those recommendations

Resident Advisory Board Comments
February 9, 2024
Smithfield Court Gymnasium



-
- Jaquice Reynolds - Absent
 - Eldridge Knighton - Absent
 - Willie J. Lewis - Present
 - Lina Norris – Present
 - Barbara Merchant - Present
 - Barbara Sturdivant - Present
 - Mary Hawkins - Present
 - Cassidy Moore - Absent
 - Nosayamwen Idemudia - Absent
 - Willine Body - Present (Via Zoom)
 - Shemekia Minter - Present (Via Zoom)
 - O’Jore Tamper - Absent
 - Robin Feagin - Absent
 - Terri Hammond – Absent
 - Irene Myles – Absent
 - Stacy Upton – Absent
 - Durriyyah Abdullah – Absent



**HOUSING AUTHORITY OF THE BIRMINGHAM
DISTRICT**



Five Year Plan Comments (Q & A)

- RAB Question:** (Support Underserved Communities) What is PBV and HCV?
HABD Response: Project Based Voucher and Housing Choice Voucher which is another name for Section 8. Project Based Vouchers allow PHAs to attach the subsidy to the unit.
- RAB Question:** Will zip codes be used?
HABD Response: Choice Mobility will have a resident advisory group to help to define the areas of need.
- RAB Question:** (Increase Production of Affordable Housing) How will you get more residents in Homeownership?
HABD Response: We will work with partners to connect families to resources.
- RAB Comment:** (Advance Sustainable Communities) The cameras and IDs are good, but what happens if a resident decides to go through the building (Central Office)?
HABD Response: They would be escorted to other areas of the building. The thought behind the safety measures is to prevent unknown individuals who might have malicious intent from having easy access to the building.
- RAB Comment:** When will the speed bumps be installed in the communities?
HABD Response: As soon as possible, but it is a process that involves the City since the streets belong to the City of Birmingham. HABD can purchase the speed cushions, but the City must install them which they do free of charge.
- RAB Comment:** Will the Resident Council get IDs?
HABD Response: That is being looked into; it has come up before.
- RAB Question:** (Internal Capacity- Work Environment) Can Part-time employees get benefits?
HABD Response: We are looking into that as a possibility.

Attachment C.3

Certification by State or Local Officials



Form HUD 50077-SL, Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan, must be submitted by the PHA as an electronic attachment to the PHA Plan.

**Certifications of Compliance with
PHA Plan and Related Regulations
(Standard, Troubled, HCV-Only, and
High Performer PHAs)**

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 3/31/2024

**PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations
including PHA Plan Elements that Have Changed**

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairperson or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the X 5-Year and/or X Annual PHA Plan, hereinafter referred to as "the Plan", of which this document is a part, and make the following certification and agreements with the Department of Housing and Urban Development (HUD) for the PHA fiscal year beginning July 1, 2024, in connection with the submission of the Plan and implementation thereof:

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located (24 CFR § 91.2).
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments (AI) to Fair Housing Choice, or Assessment of Fair Housing (AFH) when applicable, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan (24 CFR §§ 91.2, 91.225, 91.325, and 91.425).
3. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Resident Advisory Board or Boards in developing the Plan, including any changes or revisions to the policies and programs identified in the Plan before they were implemented, and considered the recommendations of the RAB (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
4. The PHA provides assurance as part of this certification that:
 - (i) The Resident Advisory Board had an opportunity to review and comment on the changes to the policies and programs before implementation by the PHA;
 - (ii) The changes were duly approved by the PHA Board of Directors (or similar governing body); and
 - (iii) The revised policies and programs are available for review and inspection, at the principal office of the PHA during normal business hours.
5. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
6. The PHA certifies that it will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d-2000d-4), the Fair Housing Act (42 U.S.C. 3601-19), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), title II of the Americans with Disabilities Act (42 U.S.C. 12101 et seq.), and other applicable civil rights requirements and that it will affirmatively further fair housing in the administration of the program. In addition, if it administers a Housing Choice Voucher Program, the PHA certifies that it will administer the program in conformity with the Fair Housing Act, title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, title II of the Americans with Disabilities Act, and other applicable civil rights requirements, and that it will affirmatively further fair housing in the administration of the program.
7. The PHA will affirmatively further fair housing, which means that it will take meaningful actions to further the goals identified in the Assessment of Fair Housing (AFH) conducted in accordance with the requirements of 24 CFR § 5.150 through 5.180, that it will take no action that is materially inconsistent with its obligation to affirmatively further fair housing, and that it will address fair housing issues and contributing factors in its programs, in accordance with 24 CFR § 903.7(o)(3). The PHA will fulfill the requirements at 24 CFR § 903.7(o) and 24 CFR § 903.15(d). Until such time as the PHA is required to submit an AFH, the PHA will fulfill the requirements at 24 CFR § 903.7(o) promulgated prior to August 17, 2015, which means that it examines its programs or proposed programs; identifies any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement; and maintains records reflecting these analyses and actions.
8. For PHA Plans that include a policy for site-based waiting lists:
 - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2011-65);

- The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
 - Adoption of a site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
 - The PHA shall take reasonable measures to assure that such a waiting list is consistent with affirmatively furthering fair housing; and
 - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR 903.7(o)(1).
9. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
 10. In accordance with 24 CFR § 5.105(a)(2), HUD's Equal Access Rule, the PHA will not make a determination of eligibility for housing based on sexual orientation, gender identify, or marital status and will make no inquiries concerning the gender identification or sexual orientation of an applicant for or occupant of HUD-assisted housing.
 11. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
 12. The PHA will comply with the requirements of Section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
 13. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
 14. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
 15. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
 16. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
 17. The PHA will keep records in accordance with 2 CFR 200.333 and facilitate an effective audit to determine compliance with program requirements.
 18. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
 19. The PHA will comply with the policies, guidelines, and requirements of 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Financial Assistance, including but not limited to submitting the assurances required under 24 CFR §§ 1.5, 3.115, 8.50, and 107.25 by submitting an SF-424, including the required assurances in SF-424B or D, as applicable.
 20. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
 21. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
 22. The PHA certifies that it is in compliance with applicable Federal statutory and regulatory requirements, including the Declaration of Trust(s).

Housing Authority of the Birmingham District
PHA Name

AL001
PHA Number/HA Code

Annual PHA Plan for Fiscal Year 2024

5-Year PHA Plan for Fiscal Years 2025 - 2029

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802).

Name of Executive Director	Dontrelle Young Foster	Name Board Chairman	D.G. Pantazis, Jr.
Signature	Date 3/21/2024	Signature	Date 3/21/2024

The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality. This information is collected to ensure compliance with PHA Plan, Civil Rights, and related laws and regulations including PHA plan elements that have changed.

Public reporting burden for this information collection is estimated to average 0.16 hours per year per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.