



President and CEO
Dontrelle Young Foster

HOUSING AUTHORITY OF THE BIRMINGHAM DISTRICT

Board of Commissioners

DeJuana L. Thompson, Chairwoman
Abra A. Barnes, Vice-Chair
Anthony C. Hood, Commissioner
D.G. Pantazis, Commissioner
Alyshia Cook, Commissioner

May 1, 2025

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

NOTICE OF THE REGULAR MEETING

Notice is hereby given that the regular session of the Board of Commissioners of the Housing Authority of the Birmingham District will be held on **Thursday, May 15, 2025, 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

Board of Commissioners

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

Regular Meeting of the Board of Commissioners

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

Thursday, May 15, 2025

1:30 p.m.

Agenda

- I. Call to Order**
- II. Roll Call**
- III. Adoption of Agenda**
- IV. Consent Agenda**
 - a. Approval of Minutes, Regular Meeting, April 17, 2025
 - b. President/CEO's Report
 - c. Presentation of Cumulative Low-Income Housing Finance Report for the Period Ended April 30, 2025
 - d. Resolution 2025-12776, Approval of Charge-Offs for Period Ended April 30, 2025
- V. Old Business**
- VI. New Business**
 - a. Strategic Communications Initiatives
 - b. Overview of Credit and Bond Strategy
- VII. Finance**
 - 1. Approval of Public Housing Operating Budgets for Fiscal Year Ending June 30, 2026
 - 2. Approval of Amendment of Public Housing, Housing Choice Voucher, and Central Office Cost Center Operating Budgets for Fiscal Year Ending June 30, 2025

VIII. Housing Operations

1. Approval of Award of Contract for On-Call HVAC Maintenance and Repair Services

IX. Real Estate Development

1. Approval of Petition for Vacation of Right of Way

X. Person(s) Desiring to Speak before the Board of Commissioners

XI. Executive Session

XII. Adjournment

**MINUTES OF THE REGULAR MEETING OF THE
HOUSING AUTHORITY OF THE BIRMINGHAM DISTRICT
HELD ON APRIL 17, 2025**

The Commissioners of the Housing Authority of the Birmingham District met in regular session at 1:30 p.m. on April 17, 2025, at the George W. McCoy Facility located in Birmingham, Alabama. The meeting was called to order by Chairwoman Thompson, and upon roll call, those present and absent were as follows:

PRESENT:

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

ABSENT:

None

ALSO, PRESENT:

Dontrelle Young Foster, President/CEO
Seth Embry, Senior Advisor and Chief Strategist
Denita Bearden, Chief Administrative Officer
Josephine Banks, Chief Human Resources Officer
Melanie Baker, Director of Finance
Larry Williams, Chief Housing and Programs Officer
Ken Foreman, Director of Public Safety
Roger Malone, Public Safety Assistant
Keaira Turner, Director of Strategic Communications
Melanie Bimbo, CNI Director
Toraine Clausell, Director of IT Infrastructure & Operations
Tyerra Henderson, General Counsel
Keira Hood, Executive Assistant
Mary Jackson, Executive Assistant
Alicia Bibbs, Executive Office Coordinator

Chairwoman Thompson declared a quorum was present.

Adoption of Agenda

Chairwoman Thompson acknowledged the adoption of the agenda. The agenda was adopted as presented.

Consent Agenda

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

- a. The Approval of Minutes, Regular Meeting, March 20, 2025, was approved.
The Approval of Minutes, Public Hearing, March 20, 2025, was approved.
- b. The President/CEO's Report was accepted.
- c. The Cumulative Low-Income Housing Finance Report for the Period Ending March 31, 2025, was approved.
- d. **Resolution** 2025 – 12774, 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 March 31, 2025, the following resident accounts, which were up to 30 days old or more and considered uncollectible.

Elyton Village, Ala. 1-1-----	\$ 0.00
Southtown Court, Ala.1-4R-----	0.00
Marks Village, Ala.1-6 -----	25,146.08
Smithfield Court, Ala. 1-9-----	0.00
Tom Brown Village, Ala.1-10-----	369.00
Morrell Todd Homes, Ala.1-11-----	\$14,153.00
Collegeville Center, Ala.1-13-----	226.00
Harris Homes, Ala. 1-14-----	0.00
North Birmingham Homes, Ala.1-16-----	2,349.00
Cooper Green Homes, Ala.1-17-----	0.00
Kimbrough Homes, Ala.1-18-----	3,639.00
Benjamin Green Village, Ala.1-23-----	8,999.79
Roosevelt City, Ala. 1-30-----	0.00
Tuxedo I Ala 1-34 -----	0.00
Tuxedo II Ala 1-35-----	0.00
Mason City I Ala 1-40-----	0.00
Mason City III Ala 1-42-----	0.00
Freedom Manor Ala 1-21-----	0.00
Total \$ 54,881.87	

When called upon, the following voted as indicated:

<u>YEA</u>	<u>NAY</u>	<u>ABSTAINED</u>
Chairwoman Thompson		
Vice-Chairwoman Barnes		
Commissioner Hood		
Commissioner Pantazis		
Commissioner Cook		

Chairwoman Thompson indicated that the motion carried.

Old Business

For old business, President Foster called upon Ms. Melanie Bimbo, the Director of Choice Neighborhoods Implementation, to provide an update on the Smithfield Choice Neighborhoods Initiatives. Ms. Bimbo reported on new and expanded partnerships, including details about the Partnership Fair. She noted that several partners had increased their original commitments, either in terms of services or funding. The YMCA raised its commitment from \$400,000 to \$1 million, which now includes memberships for residents and early learning childcare services. Other partners that expanded their services include Prosper Birmingham, Create Birmingham, and Strive Birmingham.

Ms. Bimbo mentioned that on March 14th, The Ascent Project, in collaboration with HABD, hosted a Partnership Fair. The fair focused on mental health and wellness, employment opportunities, and youth enrichment. A total of 21 CNI partners participated, and 55 residents of Smithfield attended.

Additionally, Ms. Bimbo noted that on June 25th, the Smithfield Community will host a Public Art Walk to celebrate its identity and legacy. During this event, two murals honoring civil rights and promoting community unity will be unveiled, and a host of interactive activities will be featured.

Ms. Bimbo provided a brief overview of Phase I, known as the Veranda at Graymont. This development includes 101 senior units, with 80 designated for residents of Smithfield Court. She noted that construction is currently ongoing. A milestone tracking system has been implemented to ensure that the developers remain on schedule and adhere to HUD timelines and requirements. Phase I is expected to be completed in the third quarter of this year, while Phase II is projected for the fourth quarter.

New Business

There was no new business for discussion.

Real Estate Development**1. Approval of Sale of the Single-Family Homes in the 5(H) Program**

Chairwoman Thompson acknowledged the Approval of the Sale of Single-Family Homes in the 5(H) Program. Mr. Seth Embry, Senior Advisor and Chief Strategist, stated that this request aims to obtain authorization to sell the single-family homes located in Tuxedo and Mason City, in accordance with HUD regulations. To expedite the sale of these homes under the program, this request seeks to grant the President/CEO the authority to enter into a purchase and sale agreement, secure a secondary mortgage, and complete the real estate transactions for the specified properties.

President Foster stated that the approval would grant the President/CEO the flexibility to purchase and finalize future properties without needing to return to the Board. A report would be provided when there are updates to the program. After the discussion, upon motion by Commissioner Hood and seconded by Commissioner Pantazis, the following resolution was unanimously adopted.

RESOLUTION NO. 12775

RESOLVED by the Board of Commissioners of the Housing Authority of the Birmingham District that:

Section 1: The Housing Authority of the Birmingham District is the fee owner of the properties attached and desires to dispose of the attached properties at fair market value as determined by an independent appraiser.

Section 2: That the President and CEO, Dontrelle Young Foster, is authorized to enter into a purchase and sale agreement for the above list properties at fair market value as determined by an independent appraiser and dispose of the above listed properties in conjunction with the homeownership program administered by the Housing Authority of the Birmingham District (HABD) to foster homeownership and promote a new generation of homebuyer, known as Living Legacy Homeownership Program (LLHP) and subject to related title requirements.

Section 3: That the President and CEO, Dontrelle Young Foster, is authorized to enter into a secondary mortgage to Purchaser in an amount up to the difference between and Purchaser's income-based financing eligibility and the Purchase Price of the Property and pursuant to such terms and conditions as required under LLHP, provided funding availability exists and program eligibility remains.

Section 4: That the President and CEO, Dontrelle Young Foster, is authorized to submit to HUD a request to release the Declaration of Trust for each of the properties to effectuate their sale.

Section 5: That the President and CEO, Dontrelle Young Foster, is authorized to close the

real estate transaction(s) related to the above properties and transfer title and ownership of the above listed properties as required by law and where applicable, in conjunction with LLHP and sign such other documents as recommended by Real Estate Legal Counsel to facilitate sale of the above Properties.

When called upon, the following voted as indicated:

<u>YEA</u>	<u>NAY</u>	<u>ABSTAINED</u>
Chairwoman Thompson		
Vice-Chairwoman Barnes		
Commissioner Hood		
Commissioner Pantazis		
Commissioner Cook		

Chairwoman Thompson indicated that said motion carried.

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

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

Executive Session

Chairwoman Thompson acknowledged the executive session. The purpose of the executive session was to discuss personnel and potential legal matters. Attorney Henderson noted that the subjects were appropriate for an executive session. Upon motion by Commissioner Hood and seconded by Commissioner Pantazis, the Board went into executive session for approximately thirty (30) minutes, and the meeting would reconvene after the discussion.

When called upon, the following voted as indicated:

<u>YEA</u>	<u>NAY</u>	<u>ABSTAINED</u>
Chairwoman Thompson		
Vice-Chairwoman Barnes		
Commissioner Hood		
Commissioner Pantazis		
Commissioner Cooks		

Chairwoman Thompson indicated that said motion carried.

After the executive session, Chairwoman Thompson called for a motion to exit the executive session. Commissioner Pantazis made the motion, which was seconded by Commissioner Hood.

When called upon, the following voted as indicated:

<u>YEA</u>	<u>NAY</u>	<u>ABSTAINED</u>
Chairwoman Thompson		

Vice-Chairwoman Barnes
Commissioner Hood
Commissioner Pantazis
Commissioner Cooks

Chairwoman Thompson indicated that said motion carried.

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

Chairwoman

ATTEST:

Secretary



President and CEO
Dontrelle Young Foster

HOUSING AUTHORITY OF THE BIRMINGHAM DISTRICT

Board of Commissioners

DeJuana L. Thompson, Chairwoman
Abra A. Barnes, Vice-Chair
Anthony C. Hood, Commissioner
D.G. Pantazis, Commissioner
Alyshia Cook, Commissioner

May 15, 2025

President/CEO's Report

1. For April 2025, HABD currently earned a 99.53% occupancy rate with a PIC Score of 96% for the Low-income Public Housing Program. The Housing Choice Voucher Program currently has a lease-up rate of 92% and PIC Score of 99.3%. These performance metrics are a reflection of how quickly units are readily available for new residents and vouchers made available to tenants, creating housing opportunities for residents, and directly impacting agency performance status and maintaining federal funding.
2. On Saturday, April 12, 2025, HABD partnered with Birmingham City Council President Darrell O'Quinn for the House-Proud District 5 Community Improvement Day. HABD and other community partners assisted senior residents with painting, landscaping, pressure washing, and other home beautification efforts to help improve their quality of life and foster a strong sense of pride in their neighborhood.
3. On Wednesday, April 16, 2025, HABD welcomed tenants, landlords and members of the community to share information on inspections, homeownership, and more at our Housing Choice Voucher Landlord, Real Estate Professional & Tenant Expo. We were able to create meaningful networking and educational presentations, providing attendees with access to essential resources for rental success.
4. HABD leadership attended the Alabama Association of Housing & Redevelopment Authorities (AAHRA) spring workshop on April 14-16, 2025, to ensure we are following HUD guidelines and promoting the interest of housing for low-income families. The workshop included in-depth discussions and updates about Low Rent Public Housing, Housing Choice Vouchers, and FSS/ROSS programs for families.
5. On Thursday, May 1, 2025, HABD held its Section 3 Job fair, providing information about job opportunities in construction to HABD residents and community members. This furthers our efforts to help our residents achieve self-sufficiency and gain long-term employment.

6. The Office of Constituent Concerns (OCC) received a total of twenty-eight (28) concerns for the month of April 2025. The Housing Choice Voucher Program/Section 8 received fourteen (14) concerns, with the main areas of concern related to inspections, recertifications, waitlist status, and new admissions. The Public Housing/Intake department received twelve (12) concerns regarding maintenance and repairs, as well as housing application inquiries. The OCC received two (2) general inquiries related to collections and IT assistance. A completion rate of 99 % was achieved. The outstanding issue was related to a resident's move-in and is expected to be resolved by the end of the week.

DYF/kh

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

HABD Staff Representative: Melanie Baker, CPA/Director of Finance

Date: Monday, May 5, 2025

Department Finance

Board of Commissioners' Meeting Date: Thursday, May 15, 2025, at 1:30 p.m.

Board Agenda item(s):

1. Monthly Financial Report
2. Charge-Offs for the Month of April 2025
3. Approval of Public Housing Operating Budgets for Fiscal Year Ending June 30, 2026
4. Approval of Revision to the Public Housing Operating Budgets for Fiscal Year Ending June 30, 2025
5. Contract Register

Board of Commissioners' Committee Meeting Date/Time: Wednesday, May 7, 2025, at 2:00 p.m.

Approved by:

Dontrelle Young Foster

Dontrelle Young Foster
President/CEO/Contracting Officer

5/6/2025
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 items, 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 pre entered 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 ().

HABD BOARD COMMITTEE MEMBER:

Vice-Chairwoman Barnes

Date: 05/07/2025

HABD BOARD COMMITTEE MEMBER:

Commissioner Pantazis

Date: 05/07/2025

HABD Staff Member:

Melanie Baker, CPA

Dare: 05/07/2025



President and CEO
Dontrelle Young Foster

HOUSING AUTHORITY OF THE BIRMINGHAM DISTRICT

Board of Commissioners

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

REQUEST FOR BOARD ACTION

May 15, 2025

RESOLUTION

RESOLVED by the Commissioners of the Housing Authority of the Birmingham District that the President/CEO is hereby authorized to charge off as of April 30, 2025, the following resident accounts, which are up to 30 days old and considered uncollectible, detailed as per the attached sheet.

Development	No.	Amount
Elyton	ALA 1-1	\$602.00
Southtown	ALA 1-4	\$0.00
Marks Village	ALA 1-6	\$7,425.37
Smithfield Court	ALA 1-9	\$0.00
Tom Brown Village	ALA 1-10	\$5,237.00
Morrell Todd	ALA 1-11	\$25,981.50
Collegeville Center	ALA 1-13	\$12,341.00
Harris Homes	ALA 1-14	\$18,953.00
North Birmingham Homes	ALA 1-16	\$1,148.00
Cooper Green Homes	ALA 1-17	\$0.00
Kimbrough Homes	ALA 1-18	\$1739.39
Benjamin Greene/Roosevelt	ALA 1-23/30	\$0.00
Tuxedo I	ALA 1-34	\$0.00
Tuxedo II	ALA 1-35	\$0.00
Mason City I & III	ALA 1-40/1-42	\$0.00
Tuxedo Trace Homes	ALA 1-44/146	\$0.00
Freedom Manor	ALA 621	\$0.00
	Total	<u>\$73,427.26</u>

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

**TENANTS ACCOUNTS CHARGED TO COLLECTION LOSS
(TO BE CHARGED OFF AS OF MAY 15, 2025)**

FOR PERIOD ENDED APRIL 30, 2025

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	3	156.00	-	521.00	-	-	(75.00)	-	602.00	-
Southtown AL 1-4R	0	-	-	-	-	-	-	-	-	-
Marks Village AL 1-6	4	7,425.37	-	-	-	-	-	-	7,425.37	25,146.08
Smithfield Court AL 1-9	0	-	-	-	-	-	-	-	-	-
Tom Brown AL 1-10	1	5,051.00	-	261.00	-	-	(75.00)	-	5,237.00	369.00
Morell Todd AL 1-11	6	25,018.50	-	963.00	-	-	-	-	25,981.50	14,153.00
Collegeville AL 1-13	5	12,094.00	-	622.00	-	-	(375.00)	-	12,341.00	226.00
Harris Homes AL 1-14	12	18,352.00	-	1,351.00	-	-	(750.00)	-	18,953.00	-
North Birmingham AL 1-16	1	758.00	-	390.00	-	-	-	-	1,148.00	2,349.00
Cooper Green AL 1-17	0	-	-	-	-	-	-	-	-	-
Kimbrough AL 1-18	6	1,232.00	-	957.39	-	-	(450.00)	-	1,739.39	3,639.00
Benjamin Greene AL 1-23	0	-	-	-	-	-	-	-	-	8,999.79
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	38	70,086.87	-	5,065.39	-	-	(1,725.00)	-	73,427.26	54,881.87

	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
November 2023	25	62,676.13	20	109,535.11	1,157.40	20	109,535.11	-	108,377.71
December 2023	19	21,076.91	13	32,479.71	1,582.00	13	32,479.71	-	30,897.71
January 2024	62	94,617.31	22	88,948.16	3,395.26	22	88,948.16	-	85,552.90
February 2024	32	54,328.81	24	59,179.87	11,027.30	24	59,179.87	-	48,152.57
March 2024	19	37,872.40	39	58,907.13	8,271.68	39	58,907.13	-	50,635.45
April 2024	20	50,123.94	28	117,648.41	2,048.33	28	117,648.41	-	115,600.08
May 2024	20	59,180.13	36	76,534.32	4,568.87	36	76,534.32	-	71,965.45
June 2024	25	42,829.57	21	47,745.57	1,308.37	21	47,745.57	-	46,437.20
July 2024	39	104,396.01	55	165,348.66	2,817.91	55	165,348.66	-	162,530.75
August 2024	40	94,863.77	34	72,799.83	3,159.11	34	72,799.83	-	69,640.72
September 2024	36	86,380.50	29	76,595.80	5,640.31	29	76,595.80	-	70,955.49
October 2024	36	99,568.27	17	71,467.00	2,664.19	17	71,467.00	-	68,802.81
November 2024	20	109,535.11	19	34,465.93	47.00	19	34,465.93	-	34,418.93
December 2024	13	32,479.71	20	44,090.55	2,705.20	20	44,090.55	-	41,385.35
January 2025	22	88,948.16	22	65,879.76	7,575.03	22	88,948.16	-	58,304.73
February 2025	24	59,179.87	12	36,058.50	11,492.20	12	36,058.50	-	24,566.30
March 2025	39	58,907.13	17	54,881.87	10,265.05	17	54,881.87	-	44,616.82
April 2025	28	117,648.41	38	73,427.26	-	-	-	-	73,427.26
									-
									-
									-

Running Year Total:	1,274,612.14	466	1,285,993.44	79,725.21	428	1,235,634.58	-	1,206,268.23
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Dontrelle Young-Foster
President/CEO

HOUSING AUTHORITY OF THE BIRMINGHAM DISTRICT

REQUEST FOR BOARD ACTION

Approval of Public Housing Operating Budgets for Fiscal Year Ending June 30, 2026

May 15, 2025

INTRODUCTION

The Authority implemented Project-Based Accounting and Asset Management Budget effective July 1, 2025, through June 30, 2026. A HUD requirement for implementing Project-Based Accounting is Board Approval of all Public Housing Operating Budgets.

PURPOSE/OBJECTIVE

The purpose of this action is to obtain Board approval of the detailed Public Housing Operating Budgets prepared in accordance with HUD accounting guidance.

DESCRIPTION/JUSTIFICATION

HUD accounting and asset management guidance prescribes detailed budgeting models and guidelines for implementing project-based budgeting and accounting. The budgets have been prepared in accordance with this guidance.

LIPH Funding:

Annually, each agency provides an operating submission to HUD based on the prior fiscal year data. HUD then provides an annual funding level for each AMP based on the data. At the end of the HUD fiscal year, September, a proration factor is issued. The LIPH funding level is adjusted to HUD's proration factor. For budgeting purposes, a 95% proration factor in funding was factored into the annual budget.

POLICY IMPACT

Approval of the operating budget is required for compliance with HUD regulations.

ECONOMIC IMPACT/FUNDING SOURCE

The budget provides an efficient and effective measurement tool for evaluating the performance of the Asset Management for the Project-Based Rental Assistance Program.

ATTACHMENTS:

Public Housing Operating Budget.

ALTERNATIVES:

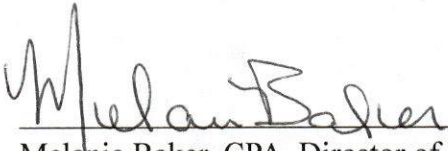
No other alternatives were considered.

RECOMMENDATION:

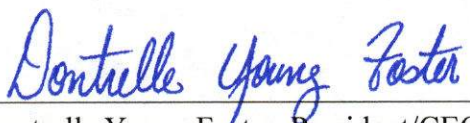
The President/CEO recommends that the Board approve this Request.

CERTIFICATION:

The requested action complies with legal, policy, and regulatory requirements.



Melanie Baker, CPA, Director of Finance



Dontrelle Young Foster, President/CEO

HOUSING AUTHORITY OF THE BIRMINGHAM DISTRICT

RESOLUTION 2025-12777

**RESOLUTION APPROVING OF THE PUBLIC HOUSING OPERATING BUDGET FOR
THE FISCAL YEAR ENDING JUNE 30, 2026**

WHEREAS, the Commissioners of the Housing Authority of the Birmingham District have reviewed the following Operating Budget for the fiscal year ending June 30, 2026:

Public Housing Operating Budget

WHEREAS, the proposed expenditures are necessary for the efficient and economical support of the operation of the programs of the agency for the purpose of serving low-income families, elderly, and the disabled.

WHEREAS, the financial plan is reasonable in that it includes sources of funding and reserves adequate to cover all proposed expenditures.

NOW THEREFORE, BE IT RESOLVED, that the fiscal year ending June 30, 2026, Operating Budget, copies of which are attached, for the Public Housing Operating Budget, are hereby approved by the Board of Commissioners of the Housing Authority of the Birmingham District and the President and CEO is hereby authorized to take any and all necessary operating actions to maintain fiscal and operational efficiency of the Housing Authority.

Adopted this 15th day of May 2025.

Chairwoman

Dontrelle Young Foster, Secretary

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

Date: May 2, 2025

HABD Staff Representative: Larry Williams, Housing and Programs Officer

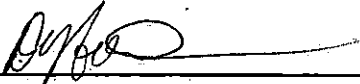
Department: Housing Operations

Board of Commissioners' Meeting (Date): May 15, 2025 at 1:30 p.m.

Board Agenda Item(s):

1. Approval of Award of Contract for On-Call HVAC Maintenance and Repair Services

Date/Time/ of Board of Commissioners' Committee Meeting N/A

Approved by:  5/7/2025
Dontrelle Young Foster Date
President/CEO/Contracting Officer

Duration of Presentation: 7 minutes (Estimated time)

Board Agenda Topic (Narrative): None

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: Commissioner Cook **Date:** 5/7/2025

HABD Board Committee Member: Commissioner Pantazis **Date:** 5/7/2025

HABD Staff Member: Larry Williams **Date:** 5/7/2025

HOUSING AUTHORITY OF THE BIRMINGHAM DISTRICT

REQUEST FOR BOARD ACTION

APPROVAL OF AWARD OF CONTRACT FOR ON-CALL HVAC MAINTENANCE AND REPAIR SERVICES

May 15, 2025

INTRODUCTION

The Housing Authority of the Birmingham District (HABD) oversees the heating and cooling systems for homes and apartment units across its housing communities, as well as at the Central Office and McCoy Building. The system includes furnaces, air conditioners, heat pumps, ductwork, thermostats, and various controls. HABD is seeking proposals from qualified licensed contractors to provide on-call HVAC services for both emergencies and preventive maintenance.

PURPOSE / OBJECTIVE

The purpose of this request is to obtain board approval to award a contract for on-call HVAC maintenance and repair services. The on-call HVAC-related work, including but not limited to:

- Evaporative coolers;
- air conditioning units and systems;
- Electric and gas-fired refrigeration systems;
- heat pumps, gas-fired furnaces, and boilers; and
- any other HVAC-related maintenance, repair, or installation work.

DESCRIPTION AND JUSTIFICATION

HABD issued an Invitation for Bid (IFB) for On-Call HVAC Maintenance and Repair Services. The IFB was published in the Birmingham Times, The Housing Agency Marketplace, HABD's website, and on social media. The Housing Agency Marketplace reported that thirty-eight (38) contractors viewed the solicitation. Four (4) licensed contractors submitted bids. Three (3) were non-responsible. One (1) was deemed responsive and responsible. Therefore, management recommends awarding a contract to the following contractor: D&D Mechanical.

ECONOMIC IMPACT/FUNDING SOURCE

The source of these funds is Housing Choice Voucher, Housing Operations, and Central Office.

ATTACHMENTS

- Invitation for Bid
- Bid Form: List of Contractors
- Bid Information Sheet

ALTERNATIVES

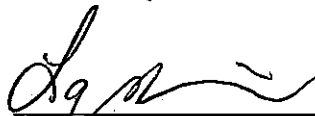
N/A

RECOMMENDATIONS

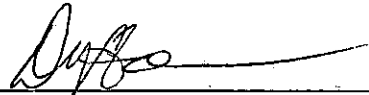
The President/CEO recommends adoption of this Resolution.

CERTIFICATION

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



LARRY WILLIAMS
Chief Housing Programs Officer



DONTRELLE YOUNG FOSTER
President/CEO

HOUSING AUTHORITY OF THE BIRMINGHAM DISTRICT

RESOLUTION NO. 2025-12778

**Resolution Authorizing to Award a Contract for On-Call
HVAC Maintenance and Repair Services**

RESOLVED by the Board of Commissioners of the Housing Authority of the Birmingham District that the President/CEO is hereby authorized to enter into a contract with D&D Mechanical to provide on-call HVAC maintenance and repair services.

Adopted this 15th day of May 2025

Attest:

Chairwoman

Dontrelle Young Foster, Secretary

(Seal)

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

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

Date: May 2, 2025

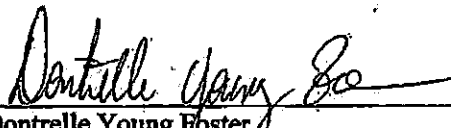
Department: Real Estate Development

Board of Commissioners' Meeting Date: Thursday, May 15, 2025 at 1:30 p.m.

1. Authorizing a Petition for Vacation of Right of Way (Alley) at 2323 7th Avenue North

Board of Commissioners' Committee Meeting Date/Time: Tuesday, May 6th at 3:00 p.m.

Approved by:


Dontrelle Young Foster
President/CEO/Contracting Officer

Date

5/2/2025

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: Chairwoman Thompson

Date: 5/6/2025

HABD Board Committee Member: Vice-Chairwoman Barnes

Date: 5/6/2025

HABD Staff Member: Seth Embry

Date: 5/6/2025

HOUSING AUTHORITY OF THE BIRMINGHAM DISTRICT

REQUEST FOR BOARD ACTION

Approval to Petition for Vacation of Right of Way (Alley) Located at 2323 7th Avenue North

May 15, 2025

INTRODUCTION

The property located at 2323 7th Avenue was part of the Metropolitan Gardens public housing development (Central City), which was converted to a mixed-income property, Park Place, through the Hope VI program. The property consists of 24 single-family-sized lots and is divided in half by an alley that was dedicated and accepted as a public right of way by the City of Birmingham. The alley does not exist today, but remains on the survey.

PURPOSE AND OBJECTIVE

HABD seeks to submit a petition to vacate the right-of-way to the City of Birmingham (alley) to allow for future development of the property.

DESCRIPTION AND JUSTIFICATION

HABD aims to consolidate these individual lots into one larger lot by vacating the alley that divides the properties. This strategic move will not only enhance the overall layout but also significantly improve the potential for future development on the property, allowing for more efficient use of space and resources.

Since HABD owns all lots that abut the public right of way (alley), it is permitted to seek vacation of this alley by filing a petition with the City Council of the City of Birmingham. A copy of the petition is referenced in the resolution.

Upon authorization to move forward, HABD will seek release and consent from all related utilities along the right of way (alley) and provide those releases along with the petition to the City of Birmingham for their consideration.

This request allows the President/CEO to submit the petition on behalf of HABD and execute such documents as necessary to facilitate the same.

POLICY IMPACT

None.

ECONOMIC IMPACT/FUNDING SOURCE

None.

ATTACHMENTS

Diagram Survey of Alley to be Vacated, Petition for Vacation

ALTERNATIVE


No alternatives are available.

RECOMMENDATION

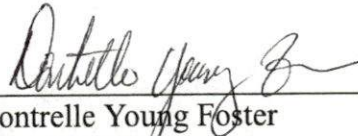
The President/CEO recommends adoption of this Resolution.

CERTIFICATION

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



Seth Embry
Senior Advisor and Chief Strategist



Dontrelle Young Foster
President/CEO

HOUSING AUTHORITY OF THE BIRMINGHAM DISTRICT

RESOLUTION NO. 2025-12779

Resolution Authorizing a Petition for Vacation of Right of Way (Alley) at 2323 7th Avenue North

WHEREAS, the Housing Authority of the Birmingham District desires to prepare for future redevelopment of property formerly a part of Metropolitan Gardens situated at 2323 7th Avenue North, which consists of approximately 24 lots divided in half by a platted 20-foot alley, as depicted on the attached Exhibit 1 ("Property").

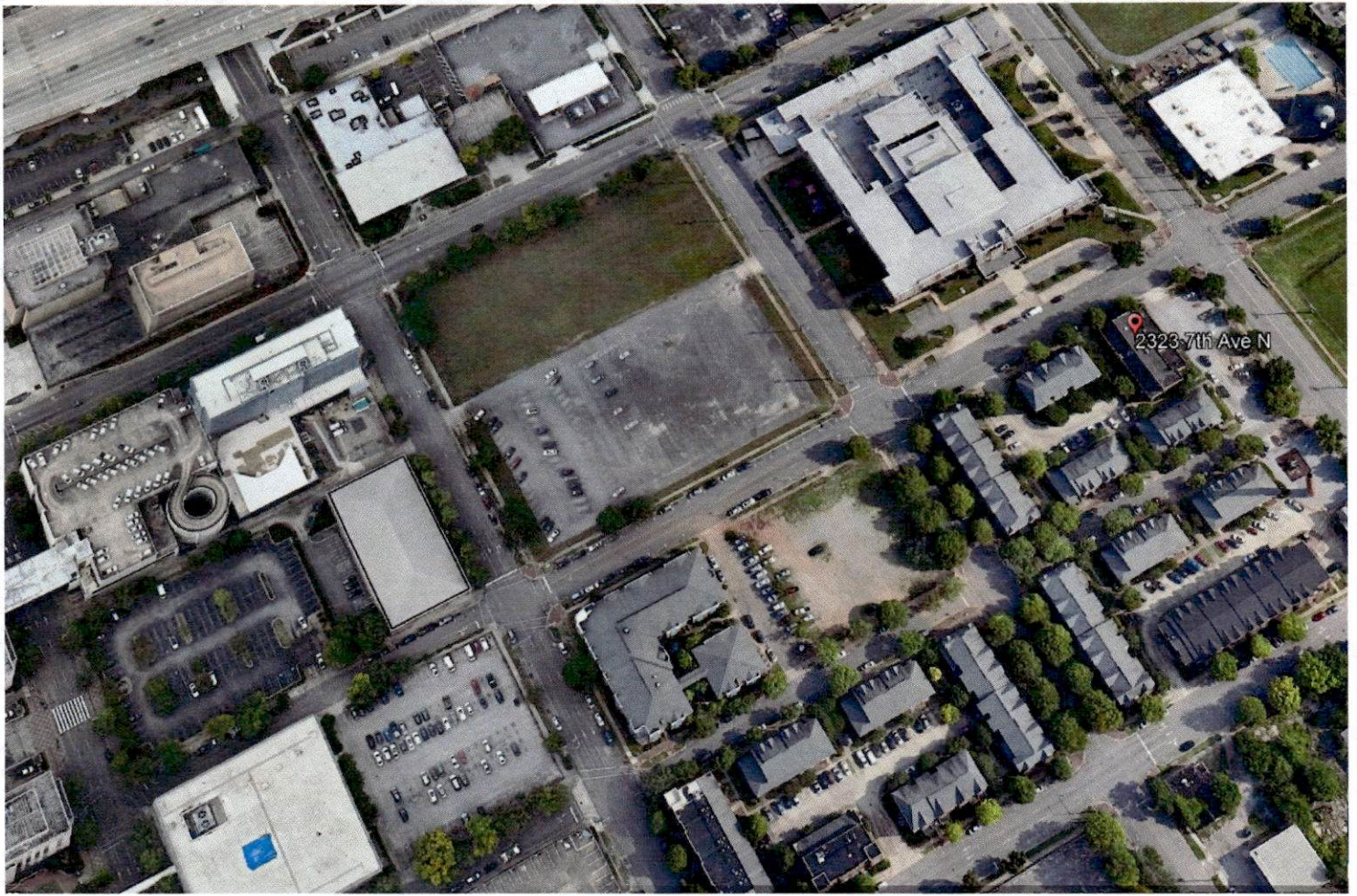
WHEREAS, HABD desires to seek vacation of the alley that divides the Property as depicted therein, more particularly described as follows:

Legal Description: BEGIN at the Westernmost corner of Lot 13, Block 24, according to the Map of Central City Housing Project Birmingham, No ALA I-3R, as recorded in Map Book 25, Page 10 in the Office of the Judge of Probate, Jefferson County, Alabama, said POINT OF BEGINNING also being at the intersection of the Southeast line of the alley to be vacated, and the Northeasterly right-of-way line of 22nd Street North (80' Wide); thence run Northwesterly along said Northeasterly right-of-way line for a distance of 20.01 feet to the Northwest line of the alley to be vacated; thence turn a deflection angle to the right of 90 degrees 01 minutes 32 seconds and leaving said Northeasterly line run in a Northeasterly direction along said Northwest line for a distance of 399.92 feet to the Southwest right-of-way line of 23rd Street North (80' wide); thence turn a deflection angle to the right of 89 degrees 59 minutes 32 seconds and leaving said Northwest line run in a Southeasterly direction along said Southwest right-of-way line for a distance of 20.00 feet to an intersection with the aforementioned Southeast line of the alley to be vacated; thence turn a deflection angle to the right of 90 degrees 00 minutes 26 seconds and leaving said Southwest right-of-way line run in a Southwesterly direction along said Southeast line for a distance of 399.91 feet to the POINT OF BEGINNING. Containing 8,001 square feet more or less.

WHEREAS, HABD determines that vacation of this alley will not only enhance the overall layout of the Property but also significantly improve the potential for future development on the Property by providing for a more efficient use of space and resources.

RESOLVED by the Board of Commissioners of the Housing Authority of the Birmingham District that:

Section 1: The Housing Authority of the Birmingham District is the fee owner of the property located at 2323 7th Avenue North and owns all lots that abuts and surrounds the alley that



divides the property and determines that vacation of the alley as described in Exhibit 1 is necessary and desired to assist with redevelopment of the Property.

Section 2: That the President and CEO, Dontrelle Young Foster, is hereby authorized to petition the City of Birmingham, Alabama for vacation of the platted right of way (alley) that divides the Property, in such a form as described in Exhibit 2 and seek all necessary releases from any utilities of record for their consent to vacation, including but not limited to Alabama Power, Spire, Birmingham Water Works, AT&T, any and all cable or fiber companies, Jefferson County Environmental Services, and the like.

Section 3: That the President and CEO, Dontrelle Young Foster, shall be authorized to sign all such documents necessary to facilitate vacation of the aforementioned right-of-way.

Adopted this 15th day of May 2025

Attest:

Chairwoman

Dontrelle Young Foster, Secretary

(Seal)