



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

**January 6, 2026**

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 ANNUAL MEETING AND REGULAR MEETING

Notice is hereby given that the annual meeting and regular session of the Board of Commissioners of the Housing Authority of the Birmingham District will be held at 1:30 p.m. **Thursday, January 22, 2026**, at the George W. McCoy Facility, located at 1301 25<sup>th</sup> Avenue North, Birmingham, Alabama 35204. The meeting will be live-streamed via Zoom. To access the meeting, go to [HABD.org](http://HABD.org) for more information.

Sincerely,

  
**Dontrelle Young Foster**  
President/CEO

DYF: ab

\*\*\*\*\*DATE CHANGE\*\*\*\*\*DATE CHANGE\*\*\*\*\*DATE CHANGE\*\*\*\*\*



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

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

**Thursday, January 22, 2026**  
**1:30 p.m.**  
**Agenda**

- I. Call to Order**
- II. Roll Call**
- III. Adoption of Agenda**
- IV. Election of Officers for Calendar Year 2026**
- V. Consent Agenda**
  - a. Approval of Minutes, Regular Meeting, December 18, 2025
  - b. President/CEO's Report
  - c. Presentation of Cumulative Low-Income Housing Finance Report for the Period Ended December 31, 2025
  - d. Resolution 2026-12810, Approval of Charge-Offs for Period Ended December 31, 2025
- VI. Old Business**
- VII. New Business**
  - 1. Housing Operations status update
- VIII. Real Estate Development**
  - 1. Approval of Award of Contract for Project-Based Vouchers
- IX. Presentation(s) by Person(s) Desiring to Speak Before HABD Board of Commissioners**
- X. Executive Session**
- XI. Adjournment**

**MINUTES OF THE REGULAR MEETING OF THE  
HOUSING AUTHORITY OF THE BIRMINGHAM DISTRICT  
HELD ON DECEMBER 18, 2025**

The Commissioners of the Housing Authority of the Birmingham District met in regular session at 1:30 p.m. on December 18, 2025, at the George W. McCoy Facility located in Birmingham, Alabama. The meeting was called to order by Chairwoman Thompson, who was attending via Zoom. Chairwoman Thompson announced a brief recess due to a lack of quorum. The meeting resumed at 1:43 p.m., and upon roll call, those present and absent were as follows:

**PRESENT:**

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

**VIRTUAL:**

DeJuana L. Thompson, Chairwoman

**ABSENT:**

Alyshia Cook, Commissioner

**ALSO, PRESENT:**

Dontrelle Young Foster, President/CEO  
Denita Bearden, Chief Administrative Officer  
Seth Embry, Senior Advisor and Chief Strategist  
Josephine Banks, Chief Human Resources Officer  
Melanie Baker, Director of Finance  
Larry Williams, Chief Housing Programs Officer  
Roger Malone, Public Safety Assistant  
Ken Foreman, Director of Public Safety  
Jennifer Brown, Director of Real Estate Development  
Lauren Woods, Public Relations Coordinator  
Kelley Terry, Senior Policy and Planning Strategist  
Toraine Clausell, Director of IT Infrastructure & Operations  
Tyerra Henderson, Legal Counsel  
Kiera Hood, Executive Assistant/Relations Coordinator  
Alicia Bibbs, Executive Office Coordinator

Chairwoman Thompson declared a quorum was present. However, she noted that she would not be voting on any action items.

### Adoption of Agenda

Chairwoman Thompson acknowledged the adoption of the agenda. Upon motion and second, 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 a motion by Commissioner Hood, seconded by Vice-Chairwoman Barnes, the consent agenda was approved.

- a. The Approval of Minutes, Regular Meeting, November 20, 2025, was approved.
- b. The President/CEO's Report was accepted.
- c. Cumulative Low-Income Housing Finance Report for the Period Ended November 2025.
- d. Resolution 2025-12805, Approval of Charge-Offs for Period Ended November 30, 2025.

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 November 30, 2025, the following resident accounts, which were up to 30 days old or more and considered uncollectible.

Elyton Village, Ala. 1-1-----	\$50,238.97
Southtown Court, Ala. 1- 4R -----	0.00
Marks Village, Ala.1-6 -----	4,047.00
Smithfield Court, Ala. 1-9-----	5,832.00
Tom Brown Village, Ala.1-10-----	3,674.00
Morrell Todd Homes, Ala.1-11-----	27,449.50
Collegeville Center, Ala.1-13-----	264.00
Harris Homes, Ala. 1-14-----	0.00
North Birmingham Homes, Ala.1-16-----	4,981.00
Cooper Green Homes, Ala.1-17-----	0.00
Kimbrough Homes, Ala.1-18-----	101.00
Benjamin Green/Roosevelt, Ala.1-23/30-----	0.00
Tuxedo I Ala 1-34 -----	5,761.64
Tuxedo II Ala 1-35-----	0.00
Mason City I &III Ala 1-40/42-----	0.00
Tuxedo Trace Homes Ala. 1-44/46-----	0.00
Freedom Manor Ala 1-21-----	0.00
	<b>Total \$102,349.11</b>

When called upon, the following voted as indicated:

YEA

NAY

ABSTAINED

Vice-Chairwoman Barnes  
Commissioner Pantazis  
Commissioner Hood

Chairwoman Thompson indicated that the motion carried.

### **Old Business**

There was no old business for discussion.

### **New Business**

There was no new business for discussion.

### **Housing Operations**

#### **1. Approval of Award of Contract for General Repairs**

Chairwoman Thompson acknowledged the Approval of Award of Contract for General Repairs. Mr. Darryl Washington, Director of Property Operations, indicated that the purpose of this request was to obtain board approval to proceed with awarding a contract for General Repairs. HABD issued an Invitation for Bid (IFB) on October 10, 2025. The IFB was published in the Birmingham Times, Housing Agency Marketplace, on HABD's website, and on social media. Fifty-five (55) contractors viewed the solicitation, and nine (9) submitted responsive and responsible bids. After review and committee evaluation, management recommended awarding contracts to Renascent Consulting and Safford Building Company, who submitted responsive and responsible bids.

Mr. Washington stated that the services outlined will provide a detailed description of each task involved in the scope of work. This will include repairs to drywall, flooring, and painting, as well as addressing exterior elements such as siding and any necessary structural repairs. After discussion, upon motion by Commissioner Hood, and seconded by Commissioner Pantazis, the following resolution was unanimously adopted:

### **RESOLUTION NO. 12806**

RESOLVED by the Board of Commissioners of the Housing Authority of the Birmingham District, authorizes the President/CEO to enter into a contract with Renascent Consulting and Safford Building Company for general repairs.

When called upon, the following voted as indicated:

YEA

Vice-Chairwoman Barnes  
Commissioner Pantazis  
Commissioner Hood

NAY

ABSTAINED

Chairwoman Thompson indicated that said motion carried.

**Executive**

**1. Approval of the Revised HABD Control of Fleet Vehicles Policy and Procedures Manual**

Chairwoman Thompson acknowledged the Approval of the Revised HABD Control of Fleet Vehicles Policy and Procedures Manual. Ms. Kelley Terry, Senior Policy and Planning Analyst, indicated that the purpose of this request is to obtain Board approval for the revised HABD Control Fleet Vehicles Policy and Procedures Manual. The Housing Authority of the Birmingham District (HABD) initiated a review process that included extensive evaluation and engagement with the users of the policy and procedures. Notably, 53 percent of employees are approved drivers.

The Authority has engaged legal services to review the revised policy and ensure that it complies with current legal standards. Ms. Terry noted that the manual is a legacy document, first introduced in 1995 and last updated in February 2011. The revisions aim to reflect changes in the law and to clarify the roles and responsibilities of all staff. Upon motion by Commissioner Pantazis, and seconded by Commissioner Hood, the following resolution was unanimously adopted:

**RESOLUTION NO. 12807**

RESOLVED by the Board of Commissioners of the Housing Authority of the Birmingham District that the President/CEO be and she hereby is authorized to adopt the HABD Revised Fleet Vehicles Policy and Procedures Manual.

When called upon, the following voted as indicated:

YEA

NAY

ABSTAINED

Vice-Chairwoman Barnes  
Commissioner Pantazis  
Commissioner Hood

Chairwoman Thompson indicated that said motion carried.

**Real Estate Development**

**1. Approval of Award of Contract for Commercial Real Estate Brokerage Services**

Chairwoman Thompson acknowledged the Approval of Award of Contract for Commercial Real Estate Brokerage Services. Ms. Jennifer Brown, Director of Real Estate Development, indicated that HABD plans to acquire and/ or dispose of real estate within the City of Birmingham and Jefferson County. These transactions support the Thrive 2035 plan, which aims to provide affordable housing. This involves the development and acquisition of land or

existing structures for multi-family housing, commercial uses, and mixed-use developments.

HABD issued a Request for Proposals (RFP) on July 3, 2025, to solicit proposals from commercial real estate brokerage firms to provide real estate services to facilitate purchase, sale, or lease of commercial property, if needed provide real estate consulting services, acquisition/valuation analysis, broker opinions, and highest and best use analysis, and, additional services such as negotiations, advocacy, intermediaries and network leveraging.

The solicitation was advertised in the Birmingham Times, on social media, on the PHADA website, and on the Housing Agency Marketplace. Thirty-two (32) firms viewed the solicitation, and five (5) proposals were received. The proposals were reviewed and evaluated. Management recommended awarding the contract to JLL Public Institutions and BLOC Real Estate, the second-highest-scoring respondent. Upon motion by Commissioner Pantazis, and seconded by Commissioner Hood, the following resolution was unanimously adopted:

**RESOLUTION NO. 12808**

RESOLVED by the Board of Commissioners of the Housing Authority of the Birmingham District that the President/CEO is hereby authorized to execute contracts for commercial brokerage services with JLL Public Institutions and BLOC Real Estate.

When called upon, the following voted as indicated:

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

Chairwoman Thompson indicated that said motion carried.

**2. Approval of Authorization to Purchase Single-Family Lots from CR Endeavors**

Chairwoman Thompson acknowledged the Approval of Authorization to purchase single-family lots from CR Endeavors. Mr. Seth Embry, Senior Advisor and Chief Strategist, stated that HABD is seeking authorization to purchase lots from CR Endeavors. CR Endeavors acquired several lots that were previously owned by the former Carraway Hospital owners, located in Druid Hills, Evergreen, and Norwood. CR Endeavors has approached HABD and Neighborhood Housing Services (NHS) of Birmingham as potential buyers for these lots.

HABD has completed preliminary evaluations and is now ready to enter into Letters of Intent to purchase the lots, which will allow for further due diligence. The lots will be divided equally, with NHS purchasing its land separately from HABD.

The lots are currently vacant and will be targeted for the development of single-family homes, which HABD intends to sell. Should the market conditions warrant it, the homes may also be rented. A detailed development plan and schedule will be created by the time of closing. Upon

motion by Commissioner Hood, and seconded by Commissioner Pantazis, the following resolution was unanimously adopted:

**RESOLUTION NO. 12809**

RESOLVED by the Board of Commissioners of the Housing Authority of the Birmingham District that the President/CEO is hereby authorized to complete all necessary due diligence, execute Letters of Intent, Purchase and Sale contracts, along with other required activities to acquire vacant single-family lots in the Northside Community for the development of affordable and workforce homeownership opportunities.

When called upon, the following voted as indicated:

YEA

NAY

ABSTAINED

Vice-Chairwoman Barnes  
Commissioner Pantazis  
Commissioner Hood

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**

There was no matter to discuss in the executive session.

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

\_\_\_\_\_  
Chairwoman

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Secretary

**HOUSING AUTHORITY OF THE BIRMINGHAM DISTRICT**

**Board of Commissioners' Meeting Agenda**

**Item  
Control Document**

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

**Date:** Monday January 5, 2026

**Department** Finance

**Board of Commissioners' Meeting Date:** Thursday, January 22, 2025, at 1:30 p.m.

**Board Agenda item(s):**

1. Monthly Financial Report
2. Charge-Offs for the Month of December
3. Contract Register

**Board of Commissioners' Committee Meeting Date/Time:** Wednesday, January 7, 2026, at 11:00 a.m.

Approved by:



Dontelle Young Foster  
President/CEO/Contracting Officer

Date

1/12/2026

**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 Committee 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: 01/07/2026

**HABD BOARD COMMITTEE MEMBER:**

Commissioner Pantazis

Date: 01/07/2026

**HABD STAFF MEMBER:**

Melanie Baker, CPA

Date: 01/07/2026



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

### REQUEST FOR BOARD ACTION

**January 22, 2026**

### **RESOLUTION**

RESOLVED by the Commissioners of the Housing Authority of the Birmingham District that the President/CEO is hereby authorized to charge off as of December 31, 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	\$12,481.00
Southtown	ALA 1-4	\$0.00
Marks Village	ALA 1-6	\$19,278.17
Smithfield Court	ALA 1-9	\$8,769.00
Tom Brown Village	ALA 1-10	\$10,080.00
Morrell Todd	ALA 1-11	\$14,706.25
Collegeville Center	ALA 1-13	\$11,677.00
Harris Homes	ALA 1-14	\$15,785.68
North Birmingham Homes	ALA 1-16	\$9,232.00
Cooper Green Homes	ALA 1-17	\$0.00
Kimbrough Homes	ALA 1-18	\$4,190.00
Benjamin Greene/Roosevelt	ALA 1-23/30	\$569.00
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	\$106,768.10

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 JANUARY 15, 2026)**

FOR PERIOD ENDED DECEMBER 31, 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	2	11,849.00	-	782.00	-	-	(150.00)	-	12,481.00	50,238.97
Southtown AL 1-4R	0	-	-	-	-	-	-	-	-	-
Marks Village AL 1-6	2	18,706.17	-	572.00	-	-	-	-	19,278.17	4,047.00
Smithfield Court AL 1-9	1	8,523.00	-	321.00	-	-	(75.00)	-	8,769.00	5,832.00
Tom Brown AL 1-10	1	10,155.00	-	-	-	-	(75.00)	-	10,080.00	3,674.00
Morell Todd AL 1-11	4	14,256.25	-	450.00	-	-	-	-	14,706.25	27,449.50
Collegeville AL 1-13	1	11,466.00	-	286.00	-	-	(75.00)	-	11,677.00	264.00
Harris Homes AL 1-14	1	15,599.68	-	261.00	-	-	(75.00)	-	15,785.68	-
North Birmingham AL 1-16	3	9,232.00	-	-	-	-	-	-	9,232.00	4,981.00
Cooper Green AL 1-17	0	-	-	-	-	-	-	-	-	-
Kimbrough AL1-18	3	4,415.00	-	-	-	-	(225.00)	-	4,190.00	101.00
Benjamin Greene AL 1-23	1	600.00	-	44.00	-	-	(75.00)	-	569.00	-
Roosevelt City AL 1-30	0	-	-	-	-	-	-	-	-	-
Tuxedo Court I AL-134	0	-	-	-	-	-	-	-	-	5,761.64
Tuxedo Court II AL-135	0	-	-	-	-	-	-	-	-	-
Mason City Homes III AL-142	0	-	-	-	-	-	-	-	-	-
Freedom Manor AL-621	0	-	-	-	-	-	-	-	-	-
<b>Grand Total</b>	<b>19</b>	<b>104,802.10</b>	<b>-</b>	<b>2,716.00</b>	<b>-</b>	<b>-</b>	<b>(750.00)</b>	<b>-</b>	<b>106,768.10</b>	<b>102,349.11</b>

**Running Year Total** 1,440,954.60 458 1,396,185.48 106,148.38 439 1,312,485.78 - 1,290,037.10

**Dontrelle Young-Foster  
President/CEO**



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

**January 22, 2026**

### **President/CEO's Report**

1. The HABD executive team attended the PHADA Commissioner's Conference in Tampa, Florida, from January 4-7, 2026. The conference provided valuable information focused on innovative housing preservation strategies and operational action plans.
2. HABD was recently featured in the 2025 edition of *Affordable Housing News* as one of the nation's leading housing authorities. The write-up highlights our "Build, Thrive, Grow" strategic plan, the celebration of our 90th anniversary, and commends our upcoming projects, including the Loveman Village Daycare and the ongoing work at Cooper Green Homes.
3. We are proud of our residents who participated in the Southeastern Regional Conference (SERC) basketball and cheer competition January 16-18, 2026 hosted by the Housing Authority of the City of Bessemer. Our teams displayed excellent sportsmanship and competitive spirit.. Events like this are essential in promoting positive youth development and fostering regional camaraderie.
4. HABD successfully secured the first round of Fiscal Year 2025 renewal funding for the Family Self-Sufficiency (FSS) program.. This crucial funding, designated for calendar year 2026, represents a powerful commitment to the economic mobility of our residents. Our agency was awarded \$521,312—the highest funding amount in the Southeast.
5. We achieved a 99.76% occupancy rate, and we remain focused on our goal of reaching 100%.
5. The Office of Constituent Concerns (OCC) received a total of nine (9) concerns for December 2025. The Housing Choice Voucher Programs/Section 8 received three (3) concerns, related to portability, the waitlist and landlord inquiries. Housing Operations received five (5) concerns pertaining to Intake, maintenance, and management inquiries. Only one (1) general concern was received pertaining to collection/legal. A 100% completion rate was achieved.

DYF/kh

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

**HABD Staff Representative:** Jennifer Brown, Director of Real Estate Development

Date: January 6, 2026

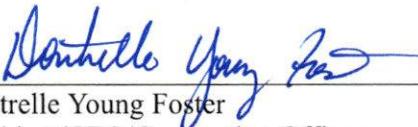
**Department:** Real Estate Development

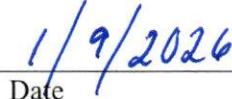
**Board of Commissioners' Meeting Date:** Thursday, January 22, 2026 @ 1:30 p.m.

**Board Agenda Item(s):**

1. Approval of Award of Contract for Project-Based Vouchers

**Board of Commissioners' Committee Meeting Date/Time:** Wednesday, January 7, 2026, at 11:30 a.m.

**Approved by:**   
Dontrelle Young Fogler  
President/CEO/Contracting Officer

  
1/9/2026  
Date

**Duration of Presentation:** 15 Minutes

**Board Agenda Topic (Narrative):** None

**Extract from Minutes of Committee Meeting:** None

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

**Department's Committee's Certification:**

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

**HABD Board Committee Member:** Chairwoman Thompson Date: 1/7/26

**HABD Board Committee Member:** Vice Chairwoman Barnes Date: 1/7/26

**HABD Staff Member:** Jennifer Brown Date: 1/7/26

**HOUSING AUTHORITY OF THE BIRMINGHAM DISTRICT**  
**REQUEST FOR BOARD ACTION**

**Approval of Award of Contract for Project-Based Vouchers**

**January 22, 2026**

**INTRODUCTION**

HABD released its Project-Based Voucher solicitation of three hundred vouchers in March 2025. This solicitation is rolling and will be open until all vouchers related to this process have been awarded. Since this is a rolling solicitation and respondents will submit proposals at various times, each respondent will be notified in writing of the decision made on their proposal. The notice categories include 1) Awarded, 2) Not Awarded, or 3) More Information is Required to make a Decision. This and similar actions will be presented to the Board multiple times for approval as the solicitation is rolling.

Each awardee will meet the criteria for participation in the PBV program, aligning with our strategic goal to expand affordable housing options and revitalize specific neighborhoods. The project plan under consideration has undergone an assessment in line with HABD's solicitation process to ensure it meets HUD's Housing Quality Standards (HQS) and could offer a substantial benefit to the HABD housing portfolio.

**PURPOSE AND OBJECTIVE**

The purpose of this request is to authorize the President and CEO to award 70 Project-Based Vouchers. This approval will include: 1) Executing an Agreement to Enter into Housing Assistance Payments (HAP) Contract, 2) Conducting final HQS inspections and environmental reviews, and 3) Negotiating and executing the final Housing Assistance Payments (HAP) Contract with the property owners.

**DESCRIPTION AND JUSTIFICATION**

On March 27, 2025, HABD issued Request for Proposals No. P25020. This request solicited proposals from respondents seeking Project-Based Vouchers. The PBV program is an allowed use of HCV funding that permits HABD to attach assistance to specific units rather than to families, to support preservation, new construction, or rehabilitation of affordable housing. PBVs can improve housing stability by ensuring long-term affordability in targeted projects and supporting developments that serve special-needs populations or extremely low-income households that face difficulties leasing in the tenant-based market. This action is consistent with and advances goals in HABD's Strategic Plan.

The solicitation was advertised in local media and on social media, and was also available for download from the Housing Agency Marketplace. There were one hundred three (103) viewers to the solicitation, and three (3) proposals were received in the first round of responses. An evaluation

committee reviewed and scored all responses and requested Best and Final interview sessions from each respondent.

HABD recommends awarding 70 Project-Based Vouchers to Elmington, the highest-scoring respondent in round one. The vouchers will be assigned for use at the proposed Palisade Plats, a 70-unit new construction on a 5.7-acre lot adjacent to the Palisade Shopping Mall.

## **POLICY IMPACT**

None.

## **ECONOMIC IMPACT/FUNDING SOURCE**

HABD has multiple options for the award of PBVs under the Annual Contributions Contract (ACC) with HUD. Although a specific allocation has not been made at this time, some options include Replacement Vouchers, VASH Vouchers, and Transfer of Assistance. The selection will be made prior to the voucher contract execution.

## **ATTACHMENTS**

REF No. P25020, Bid Tabulation, and RFP viewers.

## **ALTERNATIVE**

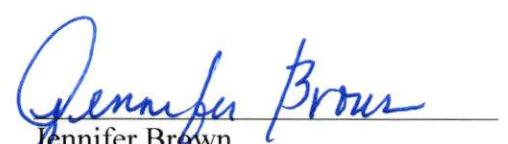
No alternatives are available.

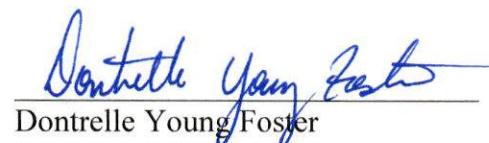
## **RECOMMENDATION**

The President/CEO recommends adoption of this Resolution.

## **CERTIFICATION**

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

  
\_\_\_\_\_  
Jennifer Brown  
Director of Real Estate Development

  
\_\_\_\_\_  
Dontrelle Young Foster  
President/CEO

**HOUSING AUTHORITY OF THE BIRMINGHAM DISTRICT**

**Resolution No. 2026 – 12811**

**Resolution Authorizing the President/CEO to Negotiate and Enter into a Contract for  
Project-Based Vouchers**

RESOLVED by the Board of Commissioners of the Housing Authority of the Birmingham District that the President/CEO is hereby authorized to negotiate and enter into a Housing Assistance Payments (HAP) contract with Elmington Capital Group for project-based vouchers.

Adopted this 22nd day of January 2026.

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Chairman

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Secretary