

MINUTES OF THE REGULAR MEETING OF THE
BOARD OF COMMISSIONERS OF
HUNTSVILLE HOUSING AUTHORITY

January 10, 2018

The Board of Commissioners of the Huntsville Housing Authority (hereinafter referred to as "the Authority") met in regular session at the Oscar Mason Community Center, 149 Mason Court, Huntsville, Alabama, on Wednesday, January 10, 2018.

PRESENT

Chairman Delvin Sullivan
Vice Chairman Leon D. Fountain
Commissioner Lee Horton
Commissioner Tami Jordan
Commissioner Delmonize Smith

ABSENT

The Chairman declared a quorum present.

Also present were the following: Terica Pope, Executive Assistant; John Wilmer, Attorney; Danielle Thomas, Director of Housing Operations; Paula Bingham, Director of Assisted Housing; Desiree Patterson, Lead Accountant; LaJuanna Bowles, Accountant I; Quisha Riche, Director of Real Estate Development; Lindsay Pollard, Workforce Development/Public Relations Manager; Terry Boyd, Superintendent of Housing Operations; and Neil Andrews, IT Systems Administrator.

APPROVAL OF MINUTES

A motion was made to accept the minutes from the November 20, 2017, Regular Meeting Minutes as presented. Commissioner Fountain made a motion to approve the minutes and Commissioner Jordan seconded the motion. Upon affirmative vote, the Chairman declared the said motion carried.

NEW BUSINESS

Financial Services

1. Act on Resolution Approving Quarterly Charge-Offs for Period Ending December 31, 2017.

RESOLUTION NO. 2018-01

WHEREAS, Huntsville Housing Authority (HHA) has on its books certain balances owed by former residents in the various low-income developments operated by HHA for the period ending December 31, 2017, in the amount of \$58,422.33:

Rent	\$ 24,571.00
Maintenance Charges	\$ 17,106.92
Court Costs	\$ 7080.00
Late Charges	\$ 3568.13
Retroactive Rent	\$ 5543.00
Utility Charges	\$ 121.28
Bulk Cable	\$ 432.00

WHEREAS, HHA has made and is making reasonable effort to collect said balances; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Huntsville Housing Authority that the aforesaid accounts in the amount of \$58,422.33 be charged off as rent collection losses on the books of HHA.

Commissioner Smith moved the foregoing Resolution be adopted as introduced. Commissioner Fountain seconded the motion, the Chairman called the roll and the ayes and nays were as follows:

AYES:
Commissioner Leon D. Fountain
Commissioner Lee Horton
Commissioner Tami Jordan
Commissioner Delmonize Smith

NAYS:

ABSTAIN:

The Chairman thereupon declared said Resolution adopted this 10th day of January, 2018.

2. Presentation of the Cumulative Low-Income Housing Finance Report for the Period Ended November 30, 2017.

Mrs. Teresa Wade-Chase reviewed in detail the low-income housing finance report and it was accepted as presented.

Housing Operations

1. Presentation by 4-Sight, Inc.

Ms. Gill of 4-Sight, Inc. elaborated on the success of their partnership with the Huntsville Housing Authority and their operations.

Real Estate Development

1. Act on Resolution Authorizing the Execution and Submission of PHA Certifications of Compliance with the PHA and Related Regulations Including Required Civil Rights Certification and the FY 2018 PHA Plan.

Ms. Quisha Riche reviewed in detail HUD form 50077-ST-HCV-HP, Document OMB No. 2577-0226, Resolution 2018-02. (Attached)

Commissioner Horton moved the foregoing Resolution be adopted as introduced. Commissioner Jordan seconded the motion, the Chairman called the roll and the ayes and nays were as follows:

AYES:
Commissioner Leon D. Fountain
Commissioner Lee Horton
Commissioner Tami Jordan
Commissioner Delmonize Smith

NAYS:

ABSTAIN:

The Chairman thereupon declared said Resolution adopted this 10th day of January, 2018.

2. Act on Resolution Authorizing the Executive Director/CEO/Contracting Officer to Enter into an Agreement with AFS Foundations and Waterproofing for Foundation Stabilization at 9012 and 9022 Mahogany Row.

RESOLUTION NO. 2018-03

WHEREAS, HHA requires that the development, design, construction, and long term operation of its housing investments be environmentally sound through energy and resource efficient building principles as well as respectful of the physical, historical, and cultural traditions of the development's prospective residents and surrounding neighborhoods; and

WHEREAS, 9012 and 9022 Mahogany Row have been suffering from cracking near the windows and doorframes, affecting both resident well-being and maintenance needs of the property; and

WHEREAS, the a project scope was defined and a solicitation was issued; and

WHEREAS, one bid was received and AFS Foundations and Waterproofing was the apparent low bidder;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Huntsville Housing Authority that the Executive Director/CEO/Contracting Officer is authorized to enter into a contract with AFS Foundations and Waterproofing for the foundation stabilization of 9012 and 9022 Mahogany Row.

Commissioner Fountain moved the foregoing Resolution be adopted as introduced. Commissioner Horton seconded the motion, the Chairman called the roll and the ayes and nays were as follows:

AYES:
Commissioner Leon D. Fountain
Commissioner Lee Horton
Commissioner Tami Jordan
Commissioner Delmonize Smith

NAYS:

ABSTAIN:

The Chairman thereupon declared said Resolution adopted this 10th day of January, 2018.

Public Relations/Workforce Development

1. Presentation by Cepeda Systems and Software Analysis - Community Ambassador Partnership Participants – Tesha Crump and Jeremi Ardis.

Ms. Crump and Ms. Ardis gave an overview of how they have benefited from the Cepeda Systems programs.

2. Presentation of Current Section 3 Participants Employment Opportunities and Trainings for 2017 - 2018 for Residents.

Mrs. Lindsay Pollard provided an overview of the Section 3 program accomplishments from 2017 and outlined a few goals for 2018.

3. Presentation of the 2017 Annual Report.

Mrs. Lindsay Pollard presented the Board with copies of the 2017 Annual Report. The report was accepted as presented.

Public Comments

Ms. Barbara Lee of Stone Manor apartments addressed the Board about her concerns of the land being sold next to Stone Manor and the animals that live there. Ms. Quisha Riche, Director of Real Estate Development assured Ms. Lee that her concerns would be taken into consideration once the property is sold.

Commissioner Comments

Commissioner Sullivan elaborated on his knowledge of Ms. Crump's success in the Searcy Community. Her efforts have not gone unnoticed and the children that she helps have shown vast improvements in school. He is proud of all of their accomplishments.

Commissioner Horton expressed that she was glad to be back and Happy New Year to everyone.

Commissioner Jordan wanted to wish everyone a Happy New Year and gave a special thanks to Ms. Crump and Ms. Ardis for all of their hard work in our communities. She thanked staff and Commissioners as always for all of their hard work.

Commissioner Sullivan gave the floor the Dr. Smith the newly appointed Commissioner to introduce himself.

Dr. Smith gave a brief introduction of himself.

Comments from the Executive Director

None.



Attest:

Sandra Eddlemon
Sandra Eddlemon, Secretary

Delvin L. Sullivan
Delvin L. Sullivan, Chairman