

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

March 22, 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 Thursday, March 22, 2018.

PRESENT

Chairman Delvin Sullivan
Vice Chairman Leon D. Fountain
Commissioner Lee Horton
Commissioner Shaquila Willie

ABSENT

Commissioner Delmonize Smith

The Chairman declared a quorum present.

Also present were the following: Sandra Eddlemon, Executive Director/CEO; Terica Pope, Executive Assistant; John Wilmer, Attorney; Carol Jones, Director of Human Resources; Danielle Thomas, Director of Housing Operations; Paula Bingham, Director of Assisted Housing; Quisha Riche, Director of Real Estate Development; Teresa Wade-Chase, Director of Finance; Lindsay Pollard, Public Relations/Workforce Development Manager; Terry Boyd, Superintendent of Housing Operations; Desiree Patterson, Lead Accountant; and Elizabeth Bingham, Accountant II.

APPROVAL OF MINUTES

A motion was made to accept the minutes from the February 20, 2018, Regular Meeting Minutes as presented. Commissioner Horton made a motion to approve the minutes and Commissioner Fountain seconded the motion. Upon affirmative vote, the Chairman declared the said motion carried.

NEW BUSINESS

Financial Services

1. Act on Resolution Approving the Project-Based Low-Rent Public Housing Operating Budget for Fiscal Year Ending March 31, 2019.

This Resolution is a HUD document and is attached.

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 Shaquila Willie

NAYS:

ABSTAIN:

The Chairman thereupon declared said Resolution adopted this 22nd day of March, 2018.

2. Act on Resolution Authorizing the Executive Director to enter into a Contract for High Speed Internet service at Central office.

RESOLUTION NO. 2018-09

WHEREAS, The Huntsville Housing Authority, a public body created and organized pursuant to and in accordance with the provisions of the Laws of the State of Alabama desires to award a contract for High Speed Internet Services at the Central Office location.

AND WHEREAS, the quote provided is by Comcast Business whose services have been procured through the National Cooperative Purchasing Alliance and not to exceed an annual cost of \$24,300.00

AND WHEREAS, the contract is for the period beginning April 1, 2018, through March 31, 2021, for a total contract cost of \$72,900.00.

NOW THEREFORE BE IT RESOLVED THAT the Executive Director/CEO of the Huntsville Housing Authority, is hereby authorized to enter into a service Contract with Comcast Business, 3800 Horizon Blvd. #300, Trevose, PA. 19053.

Commissioner Horton 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 Shaquila Willie

NAYS:

ABSTAIN:

The Chairman thereupon declared said Resolution adopted this 22nd day of March, 2018.

3. Act on Resolution Approving Quarterly Charge-Offs.

RESOLUTION NO. 2018-10

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 March 31, 2018, in the amount of \$54,545.04:

Rent	\$ 25,036.00
Maintenance Charges	\$ 9,487.01
Court Costs	\$ 5,879.00
Late Charges	\$ 3,331.00
Retroactive Rent	\$ 9,270.10
Utility Charges	\$ 1,174.93
Bulk Cable	\$ 342.00
Return Check	\$ 25.00

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 \$54,545.04 be charged off as rent collection losses on the books of HHA.

Commissioner Willie 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 Shaquila Willie

NAYS:

ABSTAIN:

The Chairman thereupon declared said Resolution adopted this 22nd day of March, 2018.

4. Presentation of Cumulative Low-Income Housing Finance Report for Period Ending January 31, 2018.

Mrs. Teresa Wade-Chase reviewed in detail the Low-Income Housing Finance Report and it was accepted as presented.

Executive Director Comments

N/A

Public Comments

N/A

Commissioner Comments

Commissioner Horton thanked the staff for all of their work on the Budget. She also wanted to recognize those who take care of our Residents and day to day operations within the Agency. She acknowledges that it is not easy and she appreciates the HHA Staff for all that they do.

With there being no further comments, Chairman Sullivan declared the meeting adjourned.

Delvin L. Sullivan, Chairman

Attest:

Sandra Eddlemon, Secretary