

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

December 17, 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 Monday, December 17, 2018.

PRESENT

Chairman Delvin Sullivan

Vice Chairman Leon D. Fountain

Commissioner Lee Horton(Arrived after the approval of minutes.)

Commissioner Shaquila Willie

Commissioner Delmonize Smith

ABSENT

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; Terry Boyd, Superintendent of Housing Operations; and Neil Andrew, IT Systems Administrator.

APPROVAL OF MINUTES

A motion was made to accept the minutes from the October 17, 2018, Regular Meeting Minutes as presented. Commissioner Smith made a motion to approve the minutes and Commissioner Fountain seconded the motion. Upon affirmative vote, the Chairman declared the said motion carried.

OLD BUSINESS

N/A

NEW BUSINESS

Public Relations

1. Presentation of HHA Client Success Stories.

-Patrick Keith re: the Experiment Project

-Calvin Byrd re: the Experiment Project

-Xeniya Crump 2019 winner of the NAHRO calendar of the year.

Financial Services

1. Act on Resolution Authorizing Quarterly Charge-Offs for the Period Ending December 31, 2018.

**RESOLUTION NO. 2018-40**

WHEREAS, Huntsville Housing Authority (HHA) has on its books certain balances owed by former residents in the various low-income developments owned and operated by HHA for the period ending, in the amount of \$63,059.74:

Rent	\$ 28,654.40
Maintenance Charges	\$ 11,687.19
Court Costs	\$ 8,780.70
Late Charges	\$ 5,005.00
Retroactive Rent	\$ 8,078.00
Utility Charges	\$ 422.45
Bulk Cable	\$ 432.00

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

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Huntsville Housing Authority that the aforesaid accounts in the amount of \$63,059.74.

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

AYES:  
Chairman Delvin Sullivan  
Vice-Chairman Leon D. Fountain  
Commissioner Lee Horton  
Commissioner Shaquila Willie  
Commissioner Delmonize Smith

NAYS:

ABSTAIN:

The Chairman thereupon declared said Resolution adopted this 17<sup>th</sup> day of December, 2018.

2. Act on Resolution Authorizing the Executive Director/CEO/Contracting Officer to Enter into a Contract to Perform the Authority's Independent Audit.

### **RESOLUTION NO. 2018-41**

WHEREAS, Huntsville Housing Authority (HHA) has issued a Request for Proposals (RFP) to perform the Authority's annual independent audit; and

WHEREAS, CliftonLarsonAllen, LLP, the successful bidder, is deemed to be qualified to perform the services required in accordance with the RFP's scope of services; and

WHEREAS, it is deemed advantageous for the Huntsville Housing Authority to enter into a contract with CliftonLarsonAllen, LLP, for a period of one year, with two one-year exercisable options, for a maximum contract term of three years.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Huntsville Housing Authority, that the Executive Director/CEO/Contracting Officer is hereby authorized to enter into a contract with CliftonLarsonAllen, LLP, to perform the Authority's independent audit for a maximum contract term of three years.

Commissioner Willie 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:  
Chairman Delvin Sullivan  
Vice-Chairman Leon D. Fountain  
Commissioner Lee Horton  
Commissioner Shaquila Willie  
Commissioner Delmonize Smith

NAYS:

ABSTAIN:

The Chairman thereupon declared said Resolution adopted this 17<sup>th</sup> day of December, 2018.

3. Presentation of Cumulative Low-Income Housing Finance Report for the Period Ended October 31, 2018.

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

Housing Operations

1. Act on a Resolution to Enter Into a Contract to Provide Lawn Care and Landscape Maintenance Services for Northwoods and Northwoods Addition.

**RESOLUTION NO. 2018-42**

WHEREAS, Huntsville Housing Authority requested proposals from qualified firms and individuals to provide lawn care and landscape maintenance services for Northwoods and Northwoods Addition; and,

WHEREAS, the following responsive proposals were received:

NAME OF PROPOSER	AVERAGE RATING POINTS	TOTAL PROPOSED YEARLY COMPENSATION & HOURLY RATES
4A SERVICES	74	\$124,992.00 Supervisor \$12.00 Technician \$8.75 Laborer \$8.57
LSI PROS	63	\$423,000.00 Supervisor \$35.00 Technician \$35.00 Laborer \$20.00
UNDER THE SUN LANDSCAPES	85	\$144,000.00 Supervisor \$20.00 Technician \$15.00 Laborer \$13.00

WHEREAS, **Under The Sun Landscapes** was deemed to be the most responsive bidder in accordance with the contract specifications for Lawn Care and Landscape Maintenance Services.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of Huntsville Housing Authority hereby authorizes the Executive Director/CEO/Contracting Officer to enter into contract with **Under the Sun Landscapes** for Lawn Care and Landscape Maintenance Services at Northwoods and Northwoods Addition.

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

<p><b>AYES:</b>  Chairman Delvin Sullivan  Vice-Chairman Leon D. Fountain  Commissioner Lee Horton  Commissioner Shaquila Willie  Commissioner Delmonize Smith</p>	<p><b>NAYS:</b></p>	<p><b>ABSTAIN:</b></p>
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The Chairman thereupon declared said Resolution adopted this 17<sup>th</sup> day of December, 2018.

2. Act on a Resolution to Enter Into a Contract to Provide Lawn Care and Landscape Maintenance Services for Sparkman Homes.

**RESOLUTION NO. 2018-43**

WHEREAS, Huntsville Housing Authority requested proposals from qualified firms and individuals to provide lawn care and landscape maintenance services for Sparkman Homes; and,

WHEREAS, the following responsive proposals were received:

NAME OF PROPOSER	AVERAGE RATING POINTS	TOTAL PROPOSED YEARLY COMPENSATION & HOURLY RATES
<b>4A SERVICES</b>	84	\$21,000.00 Supervisor \$12.00 Technician \$8.75 Laborer \$8.57
<b>LSI PROS</b>	65	\$88,320.00 Supervisor \$35.00 Technician \$35.00 Laborer \$20.00
<b>UNDER THE SUN LANDSCAPES</b>	81	\$30,000.00 Supervisor \$20.00 Technician \$15.00 Laborer \$13.00

WHEREAS, **4A Services** was deemed to be the most responsive bidder in accordance with the contract specifications for Lawn Care and Landscape Maintenance Services.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of Huntsville Housing Authority hereby authorizes the Executive Director/CEO/Contracting

Officer to enter into contract with **4A Services** for Lawn Care and Landscape Maintenance Services at Sparkman Homes.

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

<p><b>AYES:</b>                  Chairman Delvin Sullivan                  Vice-Chairman Leon D. Fountain                  Commissioner Lee Horton                  Commissioner Shaquila Willie                  Commissioner Delmonize Smith</p>	<p><b>NAYS:</b></p>	<p><b>ABSTAIN:</b></p>
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The Chairman thereupon declared said Resolution adopted this 17<sup>th</sup> day of December, 2018.

3. Act on a Resolution to Enter Into a Contract to Provide Lawn Care and Landscape Maintenance Services for Searcy Homes.

**RESOLUTION NO. 2018-44**

WHEREAS, Huntsville Housing Authority requested proposals from qualified firms and individuals to provide lawn care and landscape maintenance services for Lincoln Park; and,

WHEREAS, the following responsive proposals were received:

NAME OF PROPOSER	AVERAGE RATING POINTS	TOTAL PROPOSED YEARLY COMPENSATION & HOURLY RATES
<b>4A SERVICES</b>	84	\$19,800.00 Supervisor \$12.00 Technician \$8.75 Laborer \$8.57
<b>LSI PROS</b>	51	\$75,540.00 Supervisor \$35.00 Technician \$35.00 Laborer \$20.00
<b>UNDER THE SUN LANDSCAPES</b>	79	\$30,000.00 Supervisor \$20.00 Technician \$15.00 Laborer \$13.00
<b>WOODARD'S LAWN CARE &amp; LANDSCAPING</b>	65	\$84,499.92 Supervisor \$50.00 Technician \$45.00 Laborer \$30.00
<b>K&amp;M LAWN CARE</b>	79	\$22,404.00 Supervisor \$35.00 Technician \$25.00 Laborer \$20.00

WHEREAS, **4A Services** was deemed to be the most responsive bidder in accordance with the contract specifications for Lawn Care and Landscape Maintenance Services.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of Huntsville Housing Authority hereby authorizes the Executive Director/CEO/Contracting Officer to enter into contract with **4A Services** for Lawn Care and Landscape Maintenance Services at Searcy Homes.

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

AYES:	NAYS:	ABSTAIN:
Chairman Delvin Sullivan		
Vice-Chairman Leon D. Fountain		
Commissioner Lee Horton		
Commissioner Shaquila Willie		
Commissioner Delmonize Smith		

The Chairman thereupon declared said Resolution adopted this 17<sup>th</sup> day of December, 2018.

4. Act on a Resolution to Enter Into a Contract to Provide Lawn Care and Landscape Maintenance Services for Lincoln Park.

**RESOLUTION NO. 2018-45**

WHEREAS, Huntsville Housing Authority requested proposals from qualified firms and individuals to provide lawn care and landscape maintenance services for Lincoln Park; and,

WHEREAS, the following responsive proposals were received:

NAME OF PROPOSER	AVERAGE RATING POINTS	TOTAL PROPOSED YEARLY COMPENSATION & HOURLY RATES
4A SERVICES	84	\$29,400.00 Supervisor \$12.00 Technician \$8.75 Laborer \$8.57
LSI PROS	53	\$158,040.00 Supervisor \$35.00 Technician \$35.00 Laborer \$20.00
UNDER THE SUN LANDSCAPES	79	\$54,000.00 Supervisor \$20.00 Technician \$15.00 Laborer \$13.00
WOODARD'S LAWN CARE & LANDSCAPING	63	\$129,999.60 Supervisor \$50.00 Technician \$45.00 Laborer \$30.00
K&M LAWN CARE	83	\$42,396.00 Supervisor \$35.00 Technician \$25.00 Laborer \$20.00

WHEREAS, **4A Services** was deemed to be the most responsive bidder in accordance with the contract specifications for Lawn Care and Landscape Maintenance Services.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of Huntsville Housing Authority hereby authorizes the Executive Director/CEO/Contracting Officer to enter into contract with **4A Services** for Lawn Care and Landscape Maintenance Services at Lincoln Park.

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

AYES:  
Chairman Delvin Sullivan  
Vice-Chairman Leon D. Fountain  
Commissioner Lee Horton  
Commissioner Shaquila Willie  
Commissioner Delmonize Smith

NAYS:

ABSTAIN:

The Chairman thereupon declared said Resolution adopted this 17<sup>th</sup> day of December, 2018.

- Act on a Resolution to Enter Into a Contract to Provide Lawn Care and Landscape Maintenance Services for Brookside.



**RESOLUTION NO. 2018-46**

WHEREAS, Huntsville Housing Authority requested proposals from qualified firms and individuals to provide lawn care and landscape maintenance services for Brookside; and,

WHEREAS, the following responsive proposals were received:

NAME OF PROPOSER	AVERAGE RATING POINTS	TOTAL PROPOSED YEARLY COMPENSATION & HOURLY RATES
4A SERVICES	81	\$25,800.00 Supervisor \$12.00 Technician \$8.75 Laborer \$8.57
LSI PROS	64	\$63,564.00 Supervisor \$35.00 Technician \$35.00 Laborer \$20.00
UNDER THE SUN LANDSCAPES	85	\$36,000.00 Supervisor \$20.00 Technician \$15.00 Laborer \$13.00
WOODARD'S LAWN CARE & LANDSCAPING	72	\$129,999.96 Supervisor \$20.00 Technician \$15.00 Laborer \$13.00

WHEREAS, **Under The Sun Landscapes** was deemed to be the most responsive bidder in accordance with the contract specifications for Lawn Care and Landscape Maintenance Services.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of Huntsville Housing Authority hereby authorizes the Executive Director/CEO/Contracting Officer to enter into contract with **Under the Sun Landscapes** for Lawn Care and Landscape Maintenance Services at Brookside.

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

**AYES:**  
 Chairman Delvin Sullivan  
 Vice-Chairman Leon D. Fountain  
 Commissioner Lee Horton  
 Commissioner Shaquila Willie  
 Commissioner Delmonize Smith

**NAYS:**

**ABSTAIN:**

The Chairman thereupon declared said Resolution adopted this 17<sup>th</sup> day of December, 2018.

6. Act on a Resolution to Ratify a Contract to Provide Locksmith Services for Lincoln Park.

**RESOLUTION NO. 2018-47**

WHEREAS, Huntsville Housing Authority requested quotes from qualified firms and individuals to provide locksmith services for Lincoln Park; and,

WHEREAS, Locktec, Inc. was the only firm that submitted a response a timely manner to ensure the safety and security of Lincoln Park residents; and,

WHEREAS, the board was polled concerning this contract.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of Huntsville Housing Authority hereby ratifies a contract with Locktec, Inc. locksmith services for an amount not to exceed \$40,500.00.

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

AYES:	NAYS:	ABSTAIN:
Chairman Delvin Sullivan		
Vice-Chairman Leon D. Fountain		
Commissioner Lee Horton		
Commissioner Shaquila Willie		
Commissioner Delmonize Smith		

The Chairman thereupon declared said Resolution adopted this 17<sup>th</sup> day of December, 2018.

7. Act on a Resolution Approving Revision of the Admissions and Continued Occupancy Policy.

**RESOLUTION NO. 2018-48**

WHEREAS, Huntsville Housing Authority (HHA), has an established Admissions and Continued Occupancy Policy (ACOP) that covers many aspects for

administering public housing including admissions, occupancy, rents, and other administrative procedures; and

WHEREAS, The United States Department of Housing and Urban Development (HUD) periodically distributes directives for implementing changes to the ACOP; and

WHEREAS, HHA has made changes to its ACOP in order to comply with policies for the administration of public housing that have been mandated by HUD and are in accordance with industry standards;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of Huntsville Housing Authority, hereby adopts the revised Admissions and Continued Occupancy Policy; and further resolves that the Executive Director/CEO is hereby directed to operate in accordance with the revised policy as adopted.

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:

<b>AYES:</b> Chairman Delvin Sullivan Vice-Chairman Leon D. Fountain Commissioner Lee Horton Commissioner Shaquila Willie Commissioner Delmonize Smith	<b>NAYS:</b>	<b>ABSTAIN:</b>
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The Chairman thereupon declared said Resolution adopted this 17<sup>th</sup> day of December, 2018.

8. Act on a Resolution to Enter Into a Contract for the Purchase of Fire Extinguishers.

**RESOLUTION NO. 2018-49**

WHEREAS, Huntsville Housing Authority (HHA), issued a request for quotes from qualified companies to purchase and install fire extinguishers for various public housing properties; and

WHEREAS, the following quotes were received:

<b>QUOTES SUBMITTED FOR PURCHASE AND INSTALLATION OF FIRE EXTINGUISHERS</b>	
<b>KOORSEN FIRE &amp; SECURITY</b>	
<b>TOTAL COST FOR EQUIPMENT AND INSTALLATION</b>	<b>\$65,250.00</b>
<b>TOTAL COST FOR ANNUAL INSPECTIONS AND TESTING</b>	<b>\$5,985.00</b>
<b>INTERNATIONAL FIRE PROTECTION</b>	

TOTAL COST FOR EQUIPMENT AND INSTALLATION	\$57,000.00
TOTAL COST FOR ANNUAL INSPECTIONS AND TESTING	\$6,000.00
<b>NAFECO</b>	
TOTAL COST FOR EQUIPMENT AND INSTALLATION	\$52,770.00
TOTAL COST FOR ANNUAL INSPECTIONS AND TESTING	\$9,000

WHEREAS, Koorsen Fire & Security was deemed to be the most responsive bidder in accordance with the contract specifications for the purchase and installation of fire extinguishers.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of Huntsville Housing Authority, that the Executive Director/CEO/Contracting Officer enter into a contract with Koorsen Fire & Security for the purchase and installation of fire extinguishers.

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:

<p><b>AYES:</b>  Chairman Delvin Sullivan  Vice-Chairman Leon D. Fountain  Commissioner Lee Horton  Commissioner Shaquila Willie  Commissioner Delmonize Smith</p>	<p><b>NAYS:</b></p>	<p><b>ABSTAIN:</b></p>
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The Chairman thereupon declared said Resolution adopted this 17<sup>th</sup> day of December, 2018.

9. Act on a Resolution Approving the Executive Director/CEO/Contracting Officer to Amend a Contract for Employment Verification Services for Public Housing and Housing Choice Voucher Programs.

**RESOLUTION NO. 2018-50**

WHEREAS, Huntsville Housing Authority (HHA) is required to perform employment and income verification for its applicants, residents, and participants; and

WHEREAS, HHA does not have the staff to conduct these employment and income verifications thorough conventional / manual processes; and

WHEREAS, HHA has previously used and had success with the Work Number (TWN); and

WHEREAS, in July 2017 the Board of Commissioners previously authorized HHA to enter into contract for these services; and

WHEREAS, the rates have increased for such services; and

WHEREAS, the annual costs for these services exceed the previously authorized amount of \$35,000; and

WHEREAS, the original contract must be amended to allow TWN to provide more employment and income verification services;

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of The Huntsville Housing Authority hereby approves entering into a contract with The Work Number with a not-to-exceed value of \$45,000; and further resolves that the Executive Director/CEO is hereby directed to enter into said contract with The Work Number, with four one-year exercisable options, for a maximum contract term of five years.

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:  
Chairman Delvin Sullivan  
Vice-Chairman Leon D. Fountain  
Commissioner Lee Horton  
Commissioner Shaquila Willie  
Commissioner Delmonize Smith

NAYS:

ABSTAIN:

The Chairman thereupon declared said Resolution adopted this 17<sup>th</sup> day of December, 2018.

#### Real Estate Development

1. Act on Resolution Authorizing the Executive Director/CEO/Contracting Officer to Enter Into Contract with OTIS for Elevator Upgrade at Central Office.

#### **RESOLUTION NO. 2018-51**

WHEREAS, Central Office need to upgrade its elevator to address constant repair, safety and accessibility issues; and

WHEREAS, by utilizing The National Intergovernmental Purchasing Alliance, HHA obtained a price quote from OTIS; and

WHEREAS, the elevator parts will be purchased from and installed by OTIS; and

WHEREAS, the renovation of the elevator will be completed for an amount not to exceed, \$55,409.00, and said money will be paid from capital funds; and

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 OTIS for the renovation of an elevator at Central Office for an amount not to exceed \$55,409.00, to be paid from capital funds.

Commissioner Willie 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:  
Chairman Delvin Sullivan  
Vice-Chairman Leon D. Fountain  
Commissioner Lee Horton  
Commissioner Shaquila Willie  
Commissioner Delmonize Smith

NAYS:

ABSTAIN:

The Chairman thereupon declared said Resolution adopted this 17<sup>th</sup> day of December, 2018.

2. Act on Resolution Authorizing the Executive Director/CEO/Contracting Officer to Execute Into Letter Agreement #4 with Pennrose-BLOC to Proceed with the Submission of a 2019 Tax Credit Application to the Alabama Housing and Finance Authority.

#### **RESOLUTION NO. 2018-52**

WHEREAS, Huntsville Housing Authority (HHA) has procured a developer to plan for the redevelopment of our Sparkman Homes site; and

WHEREAS, low income housing tax credits are necessary to move forward Phase II of the development and implementation of the plan; and

WHEREAS, HHA believes participating in this tax credit application meets the investment goals of HHA thereby increasing the affordable housing opportunities within the HHA jurisdiction; and

WHEREAS, HHA will commit up to \$46,901.00 from its Capital Funds to fund 75% of the costs associated with the tax credit application, with Pennrose-BLOC being responsible for the remaining 25%.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Huntsville Housing Authority that the Executive Director/CEO is authorized to execute the Letter Agreement along with any and all necessary documents for the submission of a 2019 low-income housing tax credit application.

Commissioner Smith 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:	NAYS:	ABSTAIN:
Chairman Delvin Sullivan		
Vice-Chairman Leon D. Fountain		
Commissioner Lee Horton		
Commissioner Shaquila Willie		
Commissioner Delmonize Smith		

The Chairman thereupon declared said Resolution adopted this 17<sup>th</sup> day of December, 2018.

3. Act on Resolution Authorizing the Executive Director/CEO/Contracting Officer to Execute an Amendment to the Memorandum of Understanding with Huntsville Utilities for Partnership/Participation in the Uplift Pilot Program.

### **RESOLUTION NO. 2018-53**

WHEREAS, the Huntsville Housing Authority (“**HHA**”) in partnership with Huntsville Utilities is participating in the Uplift Pilot Program administered by the Tennessee Valley Authority (“**TVA**”); and

WHEREAS, the parties memorialized an agreement outlining the expectations of each and there is a need for an amendment to the agreement; and

WHEREAS, HHA’s financial commitment will remain the same and the \$20,790.00 left after replacing all HVAC units at Northwoods will be spent on replacing approximately 21 water heaters at the site.

**NOW, THEREFORE, BE IT HEREBY RESOLVED** by the Board of Commissioners of the Huntsville Housing Authority, that the Executive Director/CEO/Contracting Officer shall be and hereby is authorized, empowered and directed to execute and deliver to Huntsville Utilities an Amendment to the Memorandum of Understanding attached hereto.

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

AYES:	NAYS:	ABSTAIN:
Chairman Delvin Sullivan		
Vice-Chairman Leon D. Fountain		
Commissioner Lee Horton		
Commissioner Shaquila Willie		
Commissioner Delmonize Smith		

The Chairman thereupon declared said Resolution adopted this 17<sup>th</sup> day of December, 2018.

4. Act on Resolution Authorizing Execution and Submission of PHA Certifications of Compliance with the PHA Plan and Related Regulations Including Required Civil Rights Certification, Annual and Five Year Budgets, and The FY 2019 PHA Plan. (**Resolution 2018-54 Attached**)

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

AYES:	NAYS:	ABSTAIN:
Chairman Delvin Sullivan		
Vice-Chairman Leon D. Fountain		
Commissioner Lee Horton		
Commissioner Shaquila Willie		
Commissioner Delmonize Smith		

The Chairman thereupon declared said Resolution adopted this 17<sup>th</sup> day of December, 2018.

5. Act on Resolution to Reaffirm Previous Authorization for the Submission of a Demolition Application to the Special Applications Center of HUD for 166 Units at Sparkman Homes.

### **RESOLUTION NO. 2018-55**

WHEREAS, the Huntsville Housing Authority has been awarded tax credits by the Alabama Housing and Finance Authority for the construction of 80 units in support of redevelopment goals for Sparkman Homes; and



WHEREAS, the new construction will represent a portion of replacement housing for Sparkman Homes; and

WHEREAS, HUD requires that any PHA seeking approval for demolition of public housing property maintain specific authorization to submit an application evidenced by a Board Resolution; and

WHEREAS, the Board's previous approval was granted in July of 2017 and affirmation of the previous resolution is necessary.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Huntsville Housing Authority that the Executive Director/CEO/Contracting Officer be authorized to sign and submit the application and certifications required in the Demolition application for 166 units at Sparkman Homes and all administrative buildings.

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:	NAYS:	ABSTAIN:
Chairman Delvin Sullivan		
Vice-Chairman Leon D. Fountain		
Commissioner Lee Horton		
Commissioner Shaquila Willie		
Commissioner Delmonize Smith		

The Chairman thereupon declared said Resolution adopted this 17<sup>th</sup> day of December, 2018.

#### Executive Director Comments

Our Audited submission of our FDS was accepted by HUD which means that we will be high performer for PHAS this year we have not gotten our letter from HUD yet; but, I am checking on it daily. Since they did approve our audit and there were no changes it will designate us as High-Performer. This is exciting. Thanks to staff for the fast Board meeting even with all of the Agenda items, good job!

#### Public Comments

N/A

Commissioner Comments

Lee Horton-Thanks for achieving High Performer

Del Smith-Happy Holidays

Delvin Sullivan-Happy Holidays and as always, thank you ladies and HHA staff for a job well done.

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

Attest:

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Delvin L. Sullivan, Chairman

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Sandra Eddlemon, Secretary