



*Growing Communities One Family At A Time  
For More Than 70 Years*

REGULAR  
BOARD MEETING  
of the  
HUNTSVILLE HOUSING AUTHORITY  
MAY 16, 2022  
12:00 P.M.

**Delmonize Smith, Ph.D.**  
**Chairman**

**Leon D. Fountain**  
**Commissioner**

**Delvin L. Sullivan**  
**Commissioner**

**Shaquila Willie**  
**Commissioner**

**Antonio McGinnis, Sr.**  
**Executive Director/CEO**

**REGULAR MEETING**

CALL TO ORDER

ROLL CALL

APPROVAL OF MINUTES: April 18, 2022

OLD BUSINESS:

NEW BUSINESS

**Financial Services**

1. Presentation of Cumulative Low-Income Housing Finance Report for the Period Ended March 31, 2022.

**Real Estate Development**

1. Act on a Resolution Authorizing the Executive Director/CEO/Contracting Officer for the Approval for Disposal of Four Fourplexes on Mahogany Row.

**Public Housing Operations**

1. Act on a Resolution Approving the Executive Director/CEO/Contracting Officer to Enter into a Contract to Provide Lawn Care & Landscape Maintenance for Stone Manor and Mahogany Row.
2. Act on a Resolution Approving the Executive Director/CEO/Contracting Officer to Enter into a Contract to Provide Lawn Care & Landscape Maintenance for Johnson Towers and Todd Towers.



3. Act on a Resolution Approving the Executive Director/CEO/Contracting Officer to Enter into a Contract to Provide Lawn Care & Landscape Maintenance for Butler Terrace, Butler Terrace Addition and L.R. Patton.

EXECUTIVE DIRECTOR/CEO COMMENTS

PUBLIC COMMENTS

COMMISSIONER COMMENTS

ADJOURNMENT





*Growing Communities One Family At A Time  
For More Than 70 Years*

**Delmonize Smith, Ph.D.**  
**Chairman**

**James Bolte**  
**Vice Chairman**

**Leon D. Fountain**  
**Commissioner**

**Delvin L. Sullivan**  
**Commissioner**

**Shaquila Willie**  
**Commissioner**

**Antonio McGinnis, Sr.**  
**Executive Director/CEO**

## MINUTES

### BOARD MEETING of the HUNTSVILLE HOUSING AUTHORITY APRIL 18, 2022 12:00 P.M.

#### **1. CALL TO ORDER**

Chairman Smith called the meeting to order at 12:01 p.m.

#### **2. ROLL CALL**

Chairman Smith took the roll of the Board of Commissioners and the following commissioners were present:

Delmonize Smith  
Delvin L. Sullivan  
Leon Fountain  
Shaquila Willie (Virtual)

Also present were Antonio McGinnis, Executive Director/CEO, Richard Raleigh, Attorney, and several members of the HHA staff.

#### **APPROVAL OF MINUTES OF THE MARCH 21, 2022 BOARD COMMISSIONERS MEETING.**

Chairman Smith stated that the minutes of the Board of Commissioners meeting for March 21, 2022, had been transcribed and circulated prior to the meeting. (A copy of which is attached hereto). He asked if there were any corrections, additions, changes, or deletions, there were none.

Commissioner Fountain moved to approve the minutes of the March 21, 2022, Huntsville Housing Authority Board of Commissioners Meeting.

The motion was seconded by Chairman Sullivan and the minutes were approved by unanimous voice vote.

**3. OLD BUSINESS**

Resolution 2022-12 was a matter discusses previously and was old business before the Board. However, after discussion, the Chair and the Commissioners decided to take up the subject of Resolution 2022-12 in New Business.

**4. NEW BUSINESS**

**(Note: referenced resolutions attached hereto).**

**Financial Services**

- A. A report was given by Mrs. Teresa Wade-Chase, Director of Finance/CFO with respect to matters related to financial services.

Mrs. Wade-Chase presented a Presentation of Cumulative Low-Income Housing Finance Report for the period ended February 28, 2022.

**Assisted Housing**

- B. Presentation by Mrs. Paula Bingham, Director of Assisted Housing, regarding resolution approving a revision to the Administrative Plan for the Temporary Policy Supplement for the Emergency Housing Voucher (EHV) Program. She recommended the Board authorize the Executive Director to approve revisions.

Commissioner Sullivan moved to approve the resolution as circulated. The motion was seconded by Commissioner Fountain and approved by unanimous voice vote.

**Real Estate Development**

- C. With respect to real estate owned by the Huntsville Housing Authority, including the development/redevelopment at the former Sparkman Homes location, there was a presentation by Mr. Andreas Smith, Director of Real Estate Development, updating the Board on the strategy and regarding a proposed Master Development Agreement with The Michaels Group, which had been circulated previously, and which draft is attached to these minutes.

Resolution 2022-12 was discussed. Various Commissioners addresses questions that Mr. Smith responded to, providing information specifics. Chair Smith requested additional information on the time period for a lease for the property in favor of the developer. Commissioner Fountain requested clarification from Mr. Smith related to some specifics of the development and planned breakdown of units. Mr. Smith addressed the subject of various potential revisions to the draft agreement that would revise how the HHA could terminate the contract for its convenience under various circumstances.

The Commissioners agreed that on as a whole the Master Development Agreement was consistent with terms of the approved proposal submitted by the development in response to the Authority's request for proposals.

One questions that Mr. Smith brought up was the split of expenses and income as between the developer and the HHA under the proposed agreement. He agreed to get clarification as between with 25% or 30% on each number. The Commissioners expressed their desire to have that number be consistent with the proposal and previous discussions between the parties.

Commissioner Sullivan made a motion to authorize the Executive Director to negotiate the final details, carrying out the expressed intent on the issues discussed, and then execute the Master Development Agreement as revised as discussed. The motion was seconded by Commissioner Fountain. The Commissioners discussed the motion. The questions was called, and the motion was approved by unanimous voice vote.

## **5. EXECUTIVE DIRECTOR/CEO COMMENTS**

The Executive Director recognized members of the leadership academy to the Board. He also acknowledged how creating the leadership academy identifies with goals listed in HHA's Strategic Plan. In his update he was able to identify HHA's progress and where we are at this moment as an employer. He also discussed HHA's upcoming events.

## **6. PUBLIC COMMENTS**

There were no public comments.

**7. COMMISSIONER COMMENTS**

Commissioner Fountain asks a question for Michael Norment about the termination of the utilities in Butler Terrace. Michael Norment gave a Huntsville Utilities timeline for the schedule. Commissioner Sullivan and Commissioner Willie both had no comments. Chairman Smith expressed the appreciation of the work staff and the ability to impact the community. He stated that he is very pleased about the partnership with MTM Mazda/Toyota manufacturing. He said that he looks forward to hearing more about the MTM job meeting we held.

**8. ADJOURNMENT**

Chairman Smith asked if there was any further business to come before the Board. There being no further business to come before the board, the meeting was adjourned at 12:50 p.m.

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Dr. Delmonize Smith, Chairman

Attest

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Antonio L. McGinnis, Secretary

**HUNTSVILLE HOUSING AUTHORITY**

**Board of Commissioners' Meeting  
Agenda Item  
Control Document**

**Date:** May 5, 2022

**HHA Staff Representative:** Teresa Wade-Chase, Director of Finance/CFO

**Department:** Financial Services

**Board of Commissioners' Meeting (Date):** May 16, 2022, at 12:00 p.m.

**Board Agenda Item(s):**

1. Presentation of Cumulative Low-Income Housing Finance Report for the Period Ended March 31, 2022.

**Date/Time/Place of Board of Commissioners' Committee Meeting:**

**Approved by:** \_\_\_\_\_ / \_\_\_\_\_  
Antonio McGinnis, Sr. Date  
Executive Director/CEO/Contracting Officer

**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).

**HHA Board Committee Member:** Chairman Dr. Delmonize Smith Date: 5/16/2022

**HHA Board Committee Member:** \_\_\_\_\_ Date: \_\_\_\_\_

**HHA Staff Member:** \_\_\_\_\_ Date: \_\_\_\_\_

**Huntsville Housing Authority**  
**Combined BAF, COCC AND PH COMBINED**  
**FYE March 31, 2022**  
**YEAR TO DATE AS OF March 31, 2022**

	<b>Annual Budget</b>	<b>Actual YTD</b>	<b>Budget YTD</b>	<b>Variance Favorable (Unfavorable)</b>	<b>Variance Percentage</b>
<b>Revenue</b>					
Tenant Rental Revenue	2,698,527.00	2,686,542.74	2,698,527.00	(11,984.26)	-0.44%
Other Tenant Charges	59,871.00	64,596.00	59,871.00	4,725.00	7.89%
Operating Subsidy	7,765,274.00	7,742,701.29	7,765,274.00	(22,572.71)	-0.29%
HUD PHA Operating Grant-CFP	784,729.00	786,704.49	784,729.00	1,975.49	0.25%
Interest Income	19,174.00	27,362.75	19,174.00	8,188.75	42.71%
Investment Income Restricted	542,621.00	542,621.36	542,621.00	0.36	0.00%
Section 8 Rental Income	12,000.00	12,000.00	12,000.00	0.00	0.00%
Management Fees - Public Housing	868,324.00	973,335.00	868,324.00	105,011.00	12.09%
Bookkeeping Fees - PH & HCV	270,090.00	269,752.50	270,090.00	(337.50)	-0.12%
Asset Management Fees - Public Hous	181,560.00	181,560.00	181,560.00	0.00	0.00%
Service Fee Revenue	289,177.00	283,296.20	289,177.00	(5,880.80)	-2.03%
Management Fees - Capital Fund	427,360.00	427,360.00	427,360.00	0.00	0.00%
Management Fees - Section 8	242,208.00	241,332.00	242,208.00	(876.00)	-0.36%
Management Fees - 360 Properties	52,666.00	50,910.08	52,666.00	(1,755.92)	-3.33%
Other Income	557,326.00	601,156.40	557,326.00	43,830.40	7.86%
Gain On Disposition of Fixed Assets	1,353,432.00	1,354,349.00	1,353,432.00	917.00	0.07%
Inter-AMP Transfer In	0.00	0.00	0.00	0.00	0.00%
<b>Total Revenue</b>	<b>16,124,339.00</b>	<b>16,245,579.81</b>	<b>16,124,339.00</b>	<b>121,240.81</b>	<b>0.75%</b>
<b>Expenses:</b>					
<b>Administration:</b>					
Administrative Salaries	2,273,104.00	2,193,066.61	2,273,104.00	80,037.39	3.52%
Compensated Absences	0.00	18,156.60	0.00	(18,156.60)	0.00%
Employee Benefits - Administrative	916,142.00	870,511.25	916,142.00	45,630.75	4.98%
Audit Fees	35,200.00	35,200.00	35,200.00	0.00	0.00%
Management Fees	913,061.00	973,335.00	913,061.00	(60,274.00)	-6.60%
Bookkeeping Fees	115,260.00	118,920.00	115,260.00	(3,660.00)	-3.18%
Advertising and Marketing	9,127.00	9,650.62	9,127.00	(523.62)	-5.74%
Office Expense	520,800.00	556,276.38	520,800.00	(35,476.38)	-6.81%
Legal	80,358.00	67,530.98	80,358.00	12,827.02	15.96%
Training and Travel	57,682.00	67,859.10	57,682.00	(10,177.10)	-17.64%
Other Administrative Costs	144,313.00	129,786.08	144,313.00	14,526.92	10.07%
<b>Total Administration</b>	<b>5,065,047.00</b>	<b>5,040,292.62</b>	<b>5,065,047.00</b>	<b>24,754.38</b>	<b>0.49%</b>
<b>Asset Management Fee</b>	<b>181,560.00</b>	<b>166,430.00</b>	<b>166,430.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Tenant Services:</b>					
Salaries	113,922.00	119,108.67	113,922.00	(5,186.67)	-4.55%
Relocation	1,300.00	1,300.00	1,300.00	0.00	0.00%
Employee Benefits - Tenant Services	75,794.00	68,933.39	75,794.00	6,860.61	9.05%
Other/Funding/Travel and Training	35,599.00	33,461.69	35,599.00	2,137.31	6.00%
<b>Total Tenant Services</b>	<b>226,615.00</b>	<b>222,803.75</b>	<b>226,615.00</b>	<b>3,811.25</b>	<b>1.68%</b>



**Huntsville Housing Authority**  
**Combined BAF, COCC AND PH COMBINED**  
**FYE March 31, 2022**  
**YEAR TO DATE AS OF March 31, 2022**

	Annual Budget	Actual YTD	Budget YTD	Variance Favorable (Unfavorable)	Variance Percentage
<b>Utilities:</b>					
Other Utilities	130,755.00	138,202.37	130,755.00	(7,447.37)	-5.70%
Water	390,038.00	370,301.72	390,038.00	19,736.28	5.06%
Electric	397,066.00	394,703.03	397,066.00	2,362.97	0.60%
Gas	52,569.00	49,339.58	52,569.00	3,229.42	6.14%
Sewage	572,726.00	550,331.32	572,726.00	22,394.68	3.91%
<b>Total Utilities</b>	<b>1,543,154.00</b>	<b>1,502,878.02</b>	<b>1,543,154.00</b>	<b>40,275.98</b>	<b>2.61%</b>
<b>Maintenance:</b>					
Labor - Maintenance	1,523,847.00	1,482,879.83	1,523,847.00	40,967.17	2.69%
Employee Benefits - Maintenance	739,671.00	702,158.29	739,671.00	37,512.71	5.07%
Materials	1,587,310.00	1,652,468.64	1,587,310.00	(65,158.64)	-4.10%
Contract Costs	1,155,509.00	1,159,109.81	1,155,509.00	(3,600.81)	-0.31%
<b>Total Maintenance</b>	<b>5,006,337.00</b>	<b>4,996,616.57</b>	<b>5,006,337.00</b>	<b>9,720.43</b>	<b>0.19%</b>
<b>Protective Services:</b>					
Protective Services Contract Costs	307,937.00	317,742.06	307,937.00	(9,805.06)	-3.18%
<b>Total Protective Services</b>	<b>307,937.00</b>	<b>317,742.06</b>	<b>307,937.00</b>	<b>(9,805.06)</b>	<b>-3.18%</b>
<b>General Expenses:</b>					
Insurance	1,173,504.00	1,223,389.55	1,173,504.00	(49,885.55)	-4.25%
Other General Expenses	383,348.00	376,754.00	383,348.00	6,594.00	1.72%
Payment In Lieu of Taxes	105,640.00	118,381.67	105,640.00	(12,741.67)	-12.06%
<b>Total General Expenses</b>	<b>1,662,492.00</b>	<b>1,718,525.22</b>	<b>1,662,492.00</b>	<b>(56,033.22)</b>	<b>-3.37%</b>
<b>Other:</b>					
Collection Loss (Bad Debt Expense)	100,000.00	68,111.94	100,000.00	31,888.06	31.89%
Extraordinary Maintenance	0.00	0.00	0.00	0.00	0.00%
Extraordinary Items	0.00	0.00	0.00	0.00	0.00%
Casualty Loss	9,037.00	20,000.00	9,037.00	(10,963.00)	0.00%
Interest Mort or Bonds Payable	0.00	0.00	0.00	0.00	0.00%
Amortization of Bond Issue Costs	0.00	0.00	0.00	0.00	0.00%
COCC Transfer to Section 8	0.00	0.00	0.00	0.00	0.00%
Inter AMP Transfer Out	0.00	0.00	0.00	0.00	0.00%
Loss Disposition of Fixed Assets	0.00	0.00	0.00	0.00	0.00%
<b>Total Other</b>	<b>109,037.00</b>	<b>88,111.94</b>	<b>109,037.00</b>	<b>20,925.06</b>	<b>19.19%</b> (1)
<b>Total Expenses</b>	<b>14,102,179.00</b>	<b>14,053,400.18</b>	<b>14,102,179.00</b>	<b>33,648.82</b>	<b>0.24%</b>
<b>Net Income/Loss</b>	<b>2,022,160.00</b>	<b>2,192,179.63</b>	<b>2,022,160.00</b>	<b>170,019.63</b>	<b>8.41%</b>
<b>Capital Assets Addition</b>	<b>164,679.00</b>	<b>164,679.00</b>	<b>164,679.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Increase/Decrease in Unrestricted Net Position</b>	<b>1,857,481.00</b>	<b>2,027,500.63</b>	<b>1,857,481.00</b>	<b>(170,019.63)</b>	<b>-9.15%</b>

## Explanations of Variances for March 31, 2022

- (1) Collection Loss – The favorable variance is due to the amount of monies we have collected that offsets the bad debt expense.

# HUNTSVILLE HOUSING AUTHORITY

## Board of Commissioners' Meeting Agenda Item Control Document

**Date:** May 5, 2022

**HHA Staff Representative:** Andreas Smith, Director of Real Estate Development

**Department:** Real Estate

**Board of Commissioners' Meeting (Date):** May 16, 2022, at 12:00 p.m.

**Board Agenda Item(s):**

1. Act on a Resolution Authorizing the Executive Director/CEO/Contracting Officer for the Approval for Disposal of Four Fourplexes on Mahogany Row.

**Date/Time/Place of Board of Commissioners' Committee Meeting:**

**Approved by:** \_\_\_\_\_ / \_\_\_\_\_  
Antonio McGinnis, Sr. Date  
Executive Director/CEO/Contracting Officer

### 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).

**HHA Board Committee Member:** Chairman Dr. Delmonize Smith Date: 5/16/2022

**HHA Board Committee Member:** \_\_\_\_\_ Date: \_\_\_\_\_

**HHA Staff Member:** \_\_\_\_\_ Date: \_\_\_\_\_

# HUNTSVILLE HOUSING AUTHORITY

## REQUEST BOARD ACTION

### ACT ON RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR/ CEO/CONTRACTING OFFICER FOR THE APPROVAL FOR DISPOSAL OF FOUR FOURPLEXES ON MAHOGANY ROW

#### INTRODUCTION

The Huntsville Housing Authority (HHA) seeks board approval to dispose of (4) fourplexes on Mahogany Row. The Huntsville Housing Authority has determined we have no future use for the properties as part of our inventory.

#### PURPOSE/OBJECTIVE

To move forward with the sale of (4) fourplexes located at 9010,9012,9021, and 9022 Mahogany Row.

#### JUSTIFICATION/DESCRIPTION

Three of four parcels are in a current state of disrepair. Whereby, we do not have residents occupying them. Therefore, the Executive Director/ Contracting Officer seeks a quick disposition of these parcels through a Board Resolution.

#### ECONOMIC IMPACT

None.

#### ATTACHMENTS

MADISON COUNTY PPIN: 70053,70035,70238,69909.

#### RECOMMENDATION

The Executive Director/CEO/Contracting Officer recommends that this resolution be approved.

\_\_\_\_\_  
Antonio McGinnis, Sr.  
Executive Director/CEO

\_\_\_\_\_  
Andreas J. Smith  
Director of Real Estate Development

Date \_\_\_\_\_

Date \_\_\_\_\_



# MADISON COUNTY

## Property Appraisal and Tax Payments

Current Date: 5/2/2022

Tax Year: 2022

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**⚠ Values and Taxes are estimates and are subject to change. [Click here](#) for the current amount due.**

### Parcel Info

**PIN** 70053  
**PARCEL** 18-09-32-1-005-007.000  
**ACCOUNT NUMBER** 398798

**OWNER** HUNTSVILLE HOUSING AUTHORITY  
**MAILING ADDRESS** 200 WASHINGTON ST, HUNTSVILLE, AL 35801  
**PROPERTY ADDRESS** 9010 MAHOGANY ROW SE

**LEGAL DESCRIPTION** LOT 8 TIMBERBROOK S/D PB 10 PG 29  
**EXEMPT CODE** S  
**TAX DISTRICT** HUNTSVILLE



### Tax Information

TAXES ARE DUE ON 10/1/2022

YEAR	TAX DUE	PAID	BALANCE
2022	\$ 0.00	\$ 0.00	\$ 0.00

LAST PAYMENT DATE \*\*N/A\*\*  
 PAID BY

### Property Values

**Total Acres** 4.00  
**Use Value** \$0  
**Land Value** \$24,000  
**Improvement Value** \$214,200  
**Total Appraised Value** \$238,200  
**Total Taxable Value** \$238,200  
**Assessment Value** \$47,640

### Subdivision Information

**Code** 1971  
**Name** TIMBERBROOK S/D  
**Lot** 8  
**Block**  
**Type / Book / Page** WARR / 2014 / 78690  
**S/T/R** 32-45-1E

[DEED SEARCH](#)

### Detail Information

TYPE	REF	DESCRIPTION	LAND USE	TC	HS	PN	APPRAISED VALUE
LAND	1	4.000 Acres	1130-APARTMENT	2	N	N	\$24,000
RES/COM	1	113 - APARTMENT BUILDING (4-UNITS UP)		2	N	N	\$214,200

### Building Components



# MADISON COUNTY

## Property Appraisal and Tax Payments

Current Date: 5/2/2022

Tax Year: 2022

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**⚠ Values and Taxes are estimates and are subject to change. [Click here](#) for the current amount due.**

### Parcel Info

**PIN** 70035  
**PARCEL** 18-09-32-1-005-008.000  
**ACCOUNT NUMBER** 331318  
  
**OWNER** HUNTSVILLE HOUSING AUTHORITY  
**MAILING ADDRESS** P O BOX 486, HUNTSVILLE, AL 35804  
**PROPERTY ADDRESS** 9012 MAHOGANY ROW SE  
  
**LEGAL DESCRIPTION** LOT 7 TIMBERBROOK S/D PB 10 PG 29  
**EXEMPT CODE** S  
**TAX DISTRICT** HUNTSVILLE



### Tax Information

TAXES ARE DUE ON 10/1/2022

YEAR	TAX DUE	PAID	BALANCE
2022	\$ 0.00	\$ 0.00	\$ 0.00

LAST PAYMENT DATE \*\*N/A\*\*

PAID BY

### Property Values

**Total Acres** 4.00  
**Use Value** \$0  
**Land Value** \$24,000  
**Improvement Value** \$216,000  
**Total Appraised Value** \$240,000  
**Total Taxable Value** \$240,000  
**Assessment Value** \$48,000

### Subdivision Information

**Code** 1971  
**Name** TIMBERBROOK S/D  
**Lot** 7  
**Block**  
**Type / Book / Page** DEED / 2009 / 13560  
**S/T/R** 32-4S-1E

### Detail Information

TYPE	REF	DESCRIPTION	LAND USE	TC	HS	PN	APPRAISED VALUE
LAND	1	4.000 Acres	1130-APARTMENT	2	N	N	\$24,000
RES/COM	1	113 - APARTMENT BUILDING (4-UNITS UP)		2	N	N	\$216,000

### Building Components



# MADISON COUNTY

Property Appraisal and Tax Payments

Current Date: 5/2/2022

Tax Year: 2022

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**⚠ Values and Taxes are estimates and are subject to change. [Click here](#) for the current amount due.**

## Parcel Info

**PIN** 70238  
**PARCEL** 18-09-32-1-005-023.000  
**ACCOUNT NUMBER** 331318  
  
**OWNER** HUNTSVILLE HOUSING AUTHORITY  
**MAILING ADDRESS** P O BOX 486, HUNTSVILLE, AL 35804  
**PROPERTY ADDRESS** 9021 MAHOGANY ROW SE  
  
**LEGAL DESCRIPTION** LOT 24 TIMBERBROOK S/D PB 10 PG 29  
**EXEMPT CODE** S  
**TAX DISTRICT** HUNTSVILLE



## Tax Information

TAXES ARE DUE ON 10/1/2022

YEAR	TAX DUE	PAID	BALANCE
2022	\$ 0.00	\$ 0.00	\$ 0.00

LAST PAYMENT DATE \*\*N/A\*\*  
 PAID BY

## Property Values

**Total Acres** 4.00  
**Use Value** \$0  
**Land Value** \$24,000  
**Improvement Value** \$196,400  
**Total Appraised Value** \$220,400  
**Total Taxable Value** \$220,400  
**Assessment Value** \$44,080

## Subdivision Information

**Code** 1971  
**Name** TIMBERBROOK S/D  
**Lot** 24  
**Block**  
**Type / Book / Page** DEED / 2009 / 57450  
**S/T/R** 32-4S-1E

[DEED SEARCH](#)

## Detail Information

TYPE	REF	DESCRIPTION	LAND USE	TC	HS	PN	APPRAISED VALUE
LAND	1	4,000 Acres	1130-APARTMENT	2	N	N	\$24,000
RES/COM	1	113 - APARTMENT BUILDING (4-UNITS UP)		2	N	N	\$196,400

## Building Components



# MADISON COUNTY

Property Appraisal and Tax Payments

Current Date: 5/2/2022

Tax Year: 2022

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**⚠ Values and Taxes are estimates and are subject to change. [Click here](#) for the current amount due.**

## Parcel Info

**PIN** 69909  
**PARCEL** 18-09-32-1-005-013.000  
**ACCOUNT NUMBER** 331318  
  
**OWNER** HUNTSVILLE HOUSING AUTHORITY  
**MAILING ADDRESS** P O BOX 486, HUNTSVILLE, AL 35804  
**PROPERTY ADDRESS** 9022 MAHOGANY ROW SE  
  
**LEGAL DESCRIPTION** LOT 2 TIMBERBROOK S/D PB 10 PG 29  
**EXEMPT CODE** S  
**TAX DISTRICT** HUNTSVILLE



## Tax Information

TAXES ARE DUE ON 10/1/2022

YEAR	TAX DUE	PAID	BALANCE
2022	\$ 0.00	\$ 0.00	\$ 0.00

LAST PAYMENT DATE \*\*N/A\*\*  
 PAID BY

## Property Values

**Total Acres** 4.00  
**Use Value** \$0  
**Land Value** \$24,000  
**Improvement Value** \$216,000  
**Total Appraised Value** \$240,000  
**Total Taxable Value** \$240,000  
**Assessment Value** \$48,000

## Subdivision Information

**Code** 1971  
**Name** TIMBERBROOK S/D  
**Lot** 2  
**Block**  
**Type / Book / Page** DEED / 2009 / 59070  
**S/T/R** 32-4S-1E

[DEED SEARCH](#)

## Detail Information

TYPE	REF	DESCRIPTION	LAND USE	TC	HS	PN	APPRAISED VALUE
LAND	1	4.000 Acres	1130-APARTMENT	2	N	N	\$24,000
RES/COM	1	113 - APARTMENT BUILDING (4-UNITS UP)		2	N	N	\$216,000

## Building Components



HUNTSVILLE HOUSING AUTHORITY

ACT ON RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR/  
CEO/CONTRACTING OFFICER FOR THE APPROVAL FOR DISPOSAL OF FOUR  
FOURPLEXES ON MAHOGANY ROW

NO. 2022-16

WHEREAS, the Huntsville Housing Authority is requesting approval to dispose of the four fourplexes located at Mahogany Row as have no future use for these properties as part of our inventory; and

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 enter into agreement for the sale of these four fourplexes located on Mahogany Row.

ADOPTED THIS 16th DAY OF MAY, 2022

SEAL

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Dr. Delmonize Smith, Chairperson

Attest:

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Antonio McGinnis, Sr., Secretary

# HUNTSVILLE HOUSING AUTHORITY

## Board of Commissioners' Meeting Agenda Item Control Document

**Date:** May 5, 2022

**HHA Staff Representative:** Terry Boyd, Director of Public Housing Operations

**Department:** Public Housing Operations

**Board of Commissioners' Meeting (Date):** May 16, 2022, at 12:00 p.m.

**Board Agenda Item(s):**

1. Act on a Resolution Approving the Executive Director/CEO/Contracting Officer to Enter into a Contract to Provide Lawn Care & Landscape Maintenance for Stone Manor and Mahogany Row.
2. Act on a Resolution Approving the Executive Director/CEO/Contracting Officer to Enter into a Contract to Provide Lawn Care & Landscape Maintenance for Johnson Towers and Todd Towers.
3. Act on a Resolution Approving the Executive Director/CEO/Contracting Officer to Enter into a Contract to Provide Lawn Care & Landscape Maintenance for Butler Terrace, Butler Terrace Addition and L.R. Patton.

**Date/Time/Place of Board of Commissioners' Committee Meeting:**

**Approved by:** \_\_\_\_\_ / \_\_\_\_\_  
Antonio McGinnis, Sr. Date  
Executive Director/CEO/Contracting Officer

### 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).

**HHA Board Committee Member:** Chairman Dr. Delmonize Smith Date: 5/16/2022

**HHA Board Committee Member:** \_\_\_\_\_ Date: \_\_\_\_\_

**HHA Staff Member:** \_\_\_\_\_ Date: \_\_\_\_\_

## HUNTSVILLE HOUSING AUTHORITY REQUEST FOR BOARD ACTION

### Resolution Approving the Executive Director/CEO/Contracting Officer to Enter into a Contract to Provide Lawn Care and Landscaping Maintenance Services for Stone Manor and Mahogany Row

May 16, 2022

#### INTRODUCTION

The Huntsville Housing Authority (HHA) requested proposals from qualified, licensed, and insured entities to provide lawn care and landscaping maintenance services for Stone Manor and Mahogany Row.

#### PURPOSE/OBJECTIVE

The objective is to maintain the lawn and landscaping appearance of HHA's public housing properties.

#### JUSTIFICATION/DESCRIPTION

The HHA Procurement Officer contacted vendors and requested a Quotation for Small Purchases for lawn care and landscape maintenance of Stone Manor and Mahogany Row. The vendors listed below submitted quotes. As a result of the quotes **Thrive Outdoors** received the highest rating through HHA's proposal evaluation process.

RFP NO. 2022-08 Stone Manor Mahogany Row Lawn Care and Landscape Maintenance Services							
						AVERAGE SCORES	
Evaluation Criteria			Possible Points	K&M Lawn Care	4A Services	Thrive Outdoors	US Lawns Forever Green
Demonstrated Understanding			20	18	18	18	11 14
Appropriateness of Technical Approach			20	15	18	17	11 9
Technical Capabilities			25	18	22	24	16 14
Demonstrated Experience/Past Performance			10	13	13	13	5 9
Quality of Proposal			15	8	10	9	4 7
Compensation			10	10	4	6	5 1
<b>TOTAL</b>			<b>100</b>	<b>82</b>	<b>85</b>	<b>87</b>	<b>52 54</b>
<b>YEARLY COMPENSATION \$</b>				\$12,000.00	\$31,440.00	\$20,086.00	\$24,660.00 \$136,536.00

## **ECONOMIC IMPACT**

The annual cost of the landscaping maintenance services contract is \$20,086.00. The contract is for a period of one year, with four one-year exercisable options, for a maximum contract term of five years.

## **ATTACHMENTS**

None.

## **RECOMMENDATION**

The Executive Director/CEO/Contracting Officer recommends entering into a contract with Thrive Outdoors to provide lawn care and landscaping maintenance services for Stone Manor and Mahogany Row for a maximum term of five years.

\_\_\_\_\_  
Antonio McGinnis, Sr.  
Executive Director/CEO

\_\_\_\_\_  
Terry Boyd  
Director of Public Housing Operations

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Action Taken: \_\_\_\_\_

## Huntsville Housing Authority

### RESOLUTION APPROVING THE EXECUTIVE DIRECTOR/CEO/CONTRACTING OFFICER TO ENTER INTO A CONTRACT TO PROVIDE LAWN CARE AND LANDSCAPE MAINTENANCE SERVICES FOR STONE MANOR AND MAHOGANY ROW

#### RESOLUTION NO. 2022-17

WHEREAS, Huntsville Housing Authority requested proposals from qualified firms and individuals to provide lawn care and landscape maintenance services for Stone Manor and Mahogany Row public housing sites; and,

WHEREAS, the following responsive proposals were received:

RFP NO. 2022-08 Stone Manor Mahogany Row Lawn Care and Landscape Maintenance Services								
			AVERAGE SCORES					
			Possible Points	K&M Lawn Care	4A Services	Thrive Outdoors	US Lawns	Forever Green
Evaluation Criteria								
Demonstrated Understanding			20	18	18	18	11	14
Appropriateness of Technical Approach			20	15	18	17	11	9
Technical Capabilities			25	18	22	24	16	14
Demonstrated Experience/Past Performance			10	13	13	13	5	9
Quality of Proposal			15	8	10	9	4	7
Compensation			10	10	4	6	5	1
TOTAL			100	82	85	87	52	54
YEARLY COMPENSATION \$				\$12,000.00	\$31,440.00	\$20,086.00	\$24,660.00	\$136,536.00

WHEREAS, Thrive Outdoors 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 Thrive Outdoors for Lawn Care and Landscape Maintenance Services.

ADOPTED THIS 16<sup>th</sup> DAY OF MAY 2022

\_\_\_\_\_  
Dr. Delmonize Smith, Chairperson

SEAL

Attest:

\_\_\_\_\_  
Antonio McGinnis, Sr., Executive Director, CEO

# HUNTSVILLE HOUSING AUTHORITY REQUEST FOR BOARD ACTION

## Resolution Approving the Executive Director/CEO/Contracting Officer to Enter into a Contract to Provide Lawn Care and Landscaping Maintenance Services for Johnson and Todd Towers

May 16, 2022

### INTRODUCTION

The Huntsville Housing Authority (HHA) requested proposals from qualified, licensed, and insured entities to provide lawn care and landscaping maintenance services for Johnson and Todd Towers.

### PURPOSE/OBJECTIVE

The objective is to maintain the lawn and landscaping appearance of HHA's public housing properties.

### JUSTIFICATION/DESCRIPTION

The HHA Procurement Officer contacted vendors and requested a Quotation for Small Purchases for lawn care and landscape maintenance of Johnson and Todd Towers. The vendors listed below provided quotes. **4A Services** received the highest rating through HHA's proposal evaluation process.

RFP NO. 2022-07 Johnson & Todd Towers Lawn Care and Landscape Maintenance Services							
					AVERAGE SCORES		
Evaluation Criteria			Possible Points	K&M Lawn Care	4A Services	Thrive Outdoors	US Lawns
Demonstrated Understanding			20	14	18	13	9
Appropriateness of Technical Approach			20	13	18	13	8
Technical Capabilities			25	16	21	22	18
Demonstrated Experience/Past Performance			15	11	13	13	15
Quality of Proposal			10	9	10	6	4
Compensation			10	8	10	4	4
<b>TOTAL</b>			<b>100</b>	<b>71</b>	<b>90</b>	<b>71</b>	<b>57</b>
<b>YEARLY COMPENSATION \$</b>				\$12,000.00	\$9,600.00	\$22,222.00	\$24,264.00

## **ECONOMIC IMPACT**

The annual cost of the landscaping maintenance services contract is \$9,600.00. The contract is for a period of one year, with four one-year exercisable options, for a maximum contract term of five years.

## **ATTACHMENTS**

None.

## **RECOMMENDATION**

The Executive Director/CEO/Contracting Officer recommends entering into a contract with 4A Services to provide lawn care and landscaping maintenance services for Johnson and Todd Towers for a maximum term of five years.

\_\_\_\_\_  
Antonio McGinnis, Sr.  
Executive Director/CEO

\_\_\_\_\_  
Terry Boyd  
Director of Public Housing Operations

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Action Taken: \_\_\_\_\_

## Huntsville Housing Authority

### RESOLUTION APPROVING THE EXECUTIVE DIRECTOR/CEO/CONTRACTING OFFICER TO ENTER INTO A CONTRACT TO PROVIDE LAWN CARE AND LANDSCAPE MAINTENANCE SERVICES FOR JOHNSON TOWERS AND TODD TOWERS

#### RESOLUTION NO. 2022-18

WHEREAS, Huntsville Housing Authority requested proposals from qualified firms and individuals to provide lawn care and landscape maintenance services for Johnson Towers and Todd Towers public housing sites; and,

WHEREAS, the following responsive proposals were received:

RFP NO. 2022-07 Johnson & Todd Towers Lawn Care and Landscape Maintenance Services							
AVERAGE SCORES							
Evaluation Criteria		Possible Points	K&M Lawn Care	4A Services	Thrive Outdoors	US Lawns	
Demonstrated Understanding		20	14	18	13	9	
Appropriateness of Technical Approach		20	13	18	13	8	
Technical Capabilities		25	16	21	22	18	
Demonstrated Experience/Past Performance		15	11	13	13	15	
Quality of Proposal		10	9	10	6	4	
Compensation		10	8	10	4	4	
<b>TOTAL</b>		<b>100</b>	<b>71</b>	<b>90</b>	<b>71</b>	<b>57</b>	
<b>YEARLY COMPENSATION \$</b>			\$12,000.00	\$9,600.00	\$22,222.00	\$24,264.00	

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.

ADOPTED THIS 16<sup>th</sup> DAY OF MAY 2022

\_\_\_\_\_  
Dr. Delmonize Smith, Chairperson

SEAL

Attest:

\_\_\_\_\_  
Antonio McGinnis, Sr., Executive Director, CEO



## HUNTSVILLE HOUSING AUTHORITY REQUEST FOR BOARD ACTION

### Resolution Approving the Executive Director/CEO/Contracting Officer to Enter into a Contract to Provide Lawn Care and Landscaping Maintenance Services for Butler Terrace, Butler Terrace Addition, and LR Patton

May 16, 2022

#### INTRODUCTION

The Huntsville Housing Authority (HHA) requested proposals from qualified, licensed, and insured entities to provide lawn care and landscaping maintenance services for Butler Terrace, Butler Terrace Addition, and LR Patton.

#### PURPOSE/OBJECTIVE

The objective is to maintain the lawn and landscaping appearance of HHA's public housing properties.

#### JUSTIFICATION/DESCRIPTION

The HHA Procurement Officer contacted vendors and requested a Quotation for Small Purchases for lawn care and landscape maintenance of Butler Terrace, Butler Terrace Addition, and LR Patton. The vendors listed below submitted quotes. As a result of the quotes **K&M Lawn Care** received the highest rating through HHA's proposal evaluation process.

RFP NO. 2022-06 Butler Terrace LR Patton Lawn Care and Landscape Maintenance Services							
				AVERAGE SCORES			
Evaluation Criteria			Possible Points	K&M Lawn Care	4A Services	US Lawns	Forever Green Thrive Outdoors
Demonstrated Understanding			20	20	18	16	15
Appropriateness of Technical Approach			20	19	18	17	15
Technical Capabilities			25	22	22	20	20
Demonstrated Experience/Past Performance			15	15	15	10	12
Quality of Proposal			10	10	9	8	7
Compensation			10	9	5	10	3
<b>TOTAL</b>			<b>100</b>	<b>95</b>	<b>87</b>	<b>81</b>	<b>72</b>
<b>YEARLY COMPENSATION \$</b>				<b>\$50,400.00</b>	<b>\$87,600.00</b>	<b>\$47,520.00</b>	<b>\$396,000.00 \$178,564.00</b>

## **ECONOMIC IMPACT**

The annual cost of the landscaping maintenance services contract is \$50,400.00. The contract is for a period of one year, with four one-year exercisable options, for a maximum contract term of five years.

## **ATTACHMENTS**

None.

## **RECOMMENDATION**

The Executive Director/CEO/Contracting Officer recommends entering into a contract with K&M Lawn Care to provide lawn care and landscaping maintenance services for Butler Terrace, Butler Terrace Addition, and LR Patton for a maximum term of five years.

\_\_\_\_\_  
Antonio McGinnis, Sr.  
Executive Director/CEO

\_\_\_\_\_  
Terry Boyd  
Director of Public Housing Operations

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Action Taken: \_\_\_\_\_

## Huntsville Housing Authority

### RESOLUTION APPROVING THE EXECUTIVE DIRECTOR/CEO/CONTRACTING OFFICER TO ENTER INTO A CONTRACT TO PROVIDE LAWN CARE AND LANDSCAPE MAINTENANCE SERVICES FOR BUTLER TERRACE, BUTLER TERRACE ADDITION AND LR PATTON

#### RESOLUTION NO. 2022-19

WHEREAS, Huntsville Housing Authority requested proposals from qualified firms and individuals to provide lawn care and landscape maintenance services for Butler Terrace, Butler Terrace Addition, and LR Patton public housing sites; and,

WHEREAS, the following responsive proposals were received:

RFP NO. 2022-06 Butler Terrace LR Patton Lawn Care and Landscape Maintenance Services								
				AVERAGE SCORES				
Evaluation Criteria			Possible Points	K&M Lawn Care	4A Services	US Lawns	Forever Green	Thrive Outdoors
Demonstrated Understanding			20	20	18	16	16	15
Appropriateness of Technical Approach			20	19	18	17	15	15
Technical Capabilities			25	22	22	20	19	20
Demonstrated Experience/Past Performance			15	15	15	10	9	12
Quality of Proposal			10	10	9	8	7	7
Compensation			10	9	5	10	1	3
<b>TOTAL</b>			<b>100</b>	<b>95</b>	<b>87</b>	<b>81</b>	<b>67</b>	<b>72</b>
<b>YEARLY COMPENSATION \$</b>				<b>\$50,400.00</b>	<b>\$87,600.00</b>	<b>\$47,520.00</b>	<b>\$396,000.00</b>	<b>\$178,564.00</b>

WHEREAS, K&M Lawn Care 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 K&M Lawn Care for Lawn Care and Landscape Maintenance Services.

ADOPTED THIS 16<sup>th</sup> DAY OF MAY 2022

\_\_\_\_\_  
Dr. Delmonize Smith, Chairperson

SEAL

Attest:

\_\_\_\_\_  
Antonio McGinnis, Sr., Executive Director, CEO