



Huntsville Housing Authority

BOARD PACK

for

December Board Meeting

Monday, December 19, 2022

12:00 PM (CST)

Held at:

Resident Services

212 Seminole Drive, Huntsville, Alabama 35805

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AGENDA

DECEMBER BOARD MEETING



Name:	Huntsville Housing Authority
Date:	Monday, December 19, 2022
Time:	12:00 PM to 1:00 PM (CST)
Location:	Resident Services , 212 Seminole Drive, Huntsville, Alabama 35805
Board Members:	Chanda Crutcher, Delvin Sullivan, Larry Lowe, Leon Fountain (Chair), Shaquila Willie
Attendees:	Ashley Jones, Teresa Wade-Chase, Turkessa Coleman-Lacey, Teresa Boyd, Carol Jones, Michael Norment, Andreas Smith, Neil Andrew, Desiree Patterson, Gene Leonard, Jacqueline Egbujo
Apologies:	Carmisha Danson

1. Regular Meeting

1.1 December Board Agenda

Supporting Documents:

1.1.a	December 2022 - Agenda.doc	6
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1.2 CALL TO ORDER

1.3 ROLL CALL

1.4 APPROVAL OF MINUTES: NOVEMBER 21, 2022

1.5 Confirm Minutes

Supporting Documents:

1.5.a	Minutes : November Board Meeting - Nov 21, 2022	7
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1.6 OLD BUSINESS

1.7 NEW BUSINESS

2. FINANCIAL SERVICES

2.1 AGENDA ITEM #1

Teresa Wade-Chase

Act on Resolution Approving Quarterly Charge-Offs for the Period Ending December 31, 2022.

Supporting Documents:

2.1.a	DECEMBER 2022 Control Doc Finance with Action Items.docx	10
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Supporting Documents:

2.1.b	December 2022 Request Board Action on Charge Offs.doc	11
2.1.c	December 31 2022 Collection Loss Schedule.pdf	13
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2.2 AGENDA ITEM #2

Teresa Wade-Chase

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

Supporting Documents:

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2.2.b	103122 Board Explanations.pdf	17

3. Public Housing Operations**3.1 AGENDA ITEM #3**

Teresa Boyd

Act on Resolution Approving a Revision to the Admissions and Continued Occupancy Policy for Public Housing.

Supporting Documents:

3.1.a	Control Document Terry 12-1-2022.doc	18
3.1.b	RBA -- ACOP 2023.doc	19
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3.1.d	RESOLUTION 2023 ACOP REVISIONS.doc	22

4. Development**4.1 Agenda Item #4**

Turkessa Coleman-Lacey

Act on Resolution Authorizing Submission & Execution of HHA 5-Year Plan and 2023 Annual Action Plan.

Supporting Documents:

4.1.a	DECEMBER 2022 Control Doc -Turkessa.docx	23
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5. Executive Director/CEO Comments**5.1 PUBLIC COMMENTS**

5.2 COMMISSIONER COMMENTS

6. ADJOURNMENT

6.1 Close the meeting

Next meeting: No date for the next meeting has been set.



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

REGULAR
BOARD MEETING
of the
HUNTSVILLE HOUSING AUTHORITY
DECEMBER 19, 2022
12:00 P.M.

Leon D. Fountain
Chairman

Shaquila Willie
Vice Chairman

Delvin L. Sullivan
Commissioner

Chanda Crutcher
Commissioner

Larry Lowe
Commissioner

Antonio McGinnis, Sr.
Executive Director/CEO

PRELIMINARY

REGULAR MEETING

CALL TO ORDER

ROLL CALL

APPROVAL OF MINUTES: November 21, 2022

OLD BUSINESS:

NEW BUSINESS

Financial Services

1. Act on Resolution Approving Quarterly Charge-Offs for Period Ending December 31, 2022.
2. Presentation of Cumulative Low-Income Housing Finance Report for Period Ended October 31, 2022.

Public Housing Operations

3. Act on Resolution Approving a Revision to the Admissions and Continued Occupancy Policy for Public Housing.

Development

4. Act on Resolution Authorizing Submission & Execution of HHA 5-Year Plan and 2023 Annual Action Plan.

EXECUTIVE DIRECTOR/CEO COMMENTS

PUBLIC COMMENTS

COMMISSIONER COMMENTS

ADJOURNMENT



MINUTES (in Review)

NOVEMBER BOARD MEETING



Name:	Huntsville Housing Authority
Date:	Monday, November 21, 2022
Time:	12:00 PM to 1:00 PM (CST)
Location:	Resident Services , 212 Seminole Drive, Huntsville, Alabama 35805
Board Members:	Chanda Crutcher, Delvin Sullivan, Larry Lowe, Leon Fountain (Chair), Shaquila Willie
Attendees:	Ashley Jones, Teresa Wade-Chase, Turkessa Coleman-Lacey, Teresa Boyd, Carol Jones, Carmisha Danson, Michael Norment, Andreas Smith, Neil Andrew, Desiree Patterson, Gene Leonard, Jacqueline Egbujo
Notes:	Test meeting notes area at top of agenda.

1. Regular Meeting

1.1 CALL TO ORDER

1.2 ROLL CALL

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

Leon D. Fountain
 Shaquila Willie
 Delvin L. Sullivan
 Chanda Crutcher
 Larry Lowe

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

1.3 APPROVAL OF MINUTES: October 17, 2022

Chairman Fountain stated that the minutes of the Board of Commissioners' meeting for October 17, 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.

Vice Chairman Willie moved to approve the minutes of the October 17, 2022, Huntsville Housing Authority Board of Commissioners' Meetings. The motion was seconded by Commissioner Lowe and the minutes were approved by a unanimous voice vote.

1.4 OLD BUSINESS

None.

1.5 NEW BUSINESS

2. FINANCIAL SERVICES

2.1 AGENDA ITEM #1



Act on Resolution to Change Fiscal Year End from 03/31 to 12/31.

Mrs. Teresa Wade-Chase, Director of Finance/CFO, presented a Resolution Authorizing the Executive Director/CEO/Contracting Officer to Request To Change the Fiscal Year End from 03/31 to 12/31.

Resolution No. 2022-27 was discussed. Various Commissioners addresses questions that Mrs. Teresa Wade-Chase, responded to, providing information specifics.

Commissioner Sullivan moved to pass Resolution No. 2022-27. The motion was seconded by Vice-Chairman Willie and the resolution was approved by a unanimous voice vote.

Decision Date:	Nov 21, 2022
Mover:	Delvin Sullivan
Second:	Shaquila Willie
Outcome:	Approved

2.2 AGENDA ITEM #2



Presentation of Cumulative Low-Income Housing Finance Report for Period Ended September 30, 2022.

A report was given by Mrs. Teresa Wade-Chase, Director of Finance/CFO, of Cumulative Low-Income Housing Finance Report for the Period, Ending September 30, 2022.

Decision Date:	Nov 21, 2022
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3. Public Housing Operations

3.1 AGENDA ITEM #3



Mrs. Terry Boyd, Director of Housing Operations, presented a Reso...

Mrs. Terry Boyd, Director of Housing Operations, presented a Resolution Authorizing the Executive Director/CEO/Contracting Officer to Enter into a Contract with TK Elevator Corporation for the Modernization of the Elevators at Johnson Towers.

Resolution No. 2022-28 was discussed. Various Commissioners addresses questions that Mrs. Terry Boyd, responded to, providing information specifics.

Commissioner Lowe moved to pass Resolution No. 2022-28. The motion was seconded by Commissioner Sullivan and the resolution was approved by a unanimous voice vote.

Decision Date:	Nov 21, 2022
Mover:	Larry Lowe
Second:	Delvin Sullivan
Outcome:	Approved

4. Executive Director/CEO Comments

4.1 PUBLIC COMMENTS

No public comments.

4.2 COMMISSIONER COMMENTS

5. ADJOURNMENT

5.1 Close the meeting

Next meeting: No date for the next meeting has been set.

Signature:_____

Date:_____

HUNTSVILLE HOUSING AUTHORITY**Board of Commissioners' Meeting
Agenda Item
Control Document****Date:** December 19, 2022**HHA Staff Representative:** Teresa Wade-Chase, Director of Finance/CFO**Department:** Financial Services**Board of Commissioners' Meeting (Date):** December 19, 2022 at 12:00 p.m.**Board Agenda Item(s):**

1. Act on Resolution Approving Quarterly Charge-Offs for Period Ending December 31, 2022.
2. Presentation of Cumulative Low-Income Housing Finance Report for Period Ended October 31, 2022.

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: Leon D Fountain, Chairman Date: 12/19/2022

HHA Board Committee Member: Shaquila Willie, Vice Chairman Date: 12/19/2022

HHA Staff Member: _____ Date: _____

HUNTSVILLE HOUSING AUTHORITY**REQUEST FOR BOARD ACTION****Authorizing Quarterly Charge-Offs for Period Ending December 31, 2022****December 19, 2022****INTRODUCTION**

The Huntsville Housing Authority (HHA) has on its books \$35,263.45 owed by former residents who vacated September 1, 2022 to November 30, 2022

PURPOSE/OBJECTIVE

The purpose of this request is to obtain approval to charge-off twenty-nine former residents accounts that total \$35,263.45 as collection losses for the quarter ending December 30, 2022. The thirteen vacated former resident accounts consist of seven accounts for non-payment of rent, three accounts were due to moving without notice, two abandon units, and one for nursing home placement. There were sixteen former residents that were evicted. Thirteen former residents were evicted to non-payment of rent, two were evicted for criminal activity, and one deceased former resident.

JUSTIFICATION/DESCRIPTION

This action is necessary to remove uncollectible accounts from HHA's books.

ECONOMIC IMPACT

The economic impact is an expense in the amount of \$35,263.45; however, this amount is subject to partial recovery through the collection process. The breakdown of the charge-offs is as follows:

Rent	\$ 28,472.70
Maintenance Charges	\$ 145.75
Court Cost	\$ 4,722.00
Late Charges	\$ 1,617.00
Utility Charge	\$ 0.00
Bulk Cable	\$ 306.00

ALTERNATIVES

Not Applicable.

ATTACHMENTS

Quarterly Charge-Offs

RECOMMENDATION

The Executive Director/CEO recommends that the aforesaid accounts in the amount of \$35,263.45 be charged off as collection losses on the books of Huntsville Housing Authority.

Antonio McGinnis, Sr.
Executive Director/CEO

Teresa Wade-Chase
Director of Finance/CFO

Date

Date

ACTION TAKEN: _____

Uncollectible Accounts
For the Quarter Ending December 31, 2022
FYE March 31, 2023

Project	Rent	Maintenance Charges	Court Costs	Late Charges	Retroactive Rent	Returned Check	Utility Charge	Bulk Cable	Gross Balance	Number Accounts
002 Butler Terrace	-	-	-	-	-	-	-	-	-	0
006 Northwoods	12,317.70	89.00	1,804.00	750.00	-	-	-	-	14,960.70	12
008 Johnson Towers	1,886.00	-	1,014.00	75.00	-	-	-	162.00	3,137.00	3
010 Searcy Homes	7,638.00	26.65	314.00	175.00	-	-	-	-	8,153.65	3
011 Todd Towers	2,013.00	10.00	962.00	100.00	-	-	-	144.00	3,229.00	3
014 L. R. Patton Apartments	509.00	-	-	25.00	-	-	-	-	534.00	1
016 Scattered Sites	-	-	-	-	-	-	-	-	-	0
019 Stone Manor	484.00	-	-	175.00	-	-	-	-	659.00	2
051 Brookside	385.00	-	-	50.00	-	-	-	-	435.00	2
052 Lincoln Park	3,240.00	20.10	628.00	267.00	-	-	-	-	4,155.10	3
12/31/2022 Quarterly Total	28,472.70	145.75	4,722.00	1,617.00	-	-	-	306.00	35,263.45	29
9/30/2022 Quarterly Total	49,678.20	519.49	4,151.00	2,596.00	-	-	-	756.00	57,700.69	41
6/30/2022 Quarterly Total	33,602.98	930.30	3,656.00	2,225.00	-	-	-	252.00	40,666.28	9
12/31/2022 YTD TOTAL	111,753.88	1,595.54	12,529.00	6,438.00	-	-	-	1,314.00	133,630.42	79

12/31/2021 Total	10,024.70	2,507.96	1,134.00	1,508.00	2,060.00	-	-	180.00	17,414.66	33
9/30/2021 Total	15,400.80	11,490.85	3,082.00	1,204.00	13,390.00	-	-	90.00	44,657.65	33
6/30/2021 Total	9,326.00	1,172.00	314.00	450.00	-	-	28.00	18.00	11,308.00	9
12/31/2021 YTD TOTAL	34,751.50	15,170.81	4,530.00	3,162.00	15,450.00	-	28.00	288.00	73,380.31	75

Other Comparative Data

Chg Off 12/31/21	Chg Off 09/01/21	Chg Off 06/30/21
Vacated thru 9/1/2022	Vacated thru 6/1/2022	Vacated thru 4/1/2022
11/30/2022	8/31/2022	5/31/2022

Charge Offs	35,263.45	57,700.69	40,666.28
Rent Roll	779,334.00	749,803.00	497,361.00
	4.52%	7.70%	8.18%

	SEPT-NOV	JUNE-AUG	APRIL-MAY
Collections 2022	7,232.40	14,607.80	4,411.10

12/31/22 YTD Total	12/31/21 YTD Total	12/31/22 Monthly Average	12/31/21 Monthly Average
133,630.42	73,380.31	16,703.80	9,172.54
2,026,498.00	1,824,146.94	253,312.25	228,018.37
6.59%	4.02%	6.59%	4.02%

HUNTSVILLE HOUSING AUTHORITY**RESOLUTION AUTHORIZING QUARTERLY CHARGE-OFFS
FOR THE PERIOD ENDING DECEMBER 31,2022****RESOLUTION NO. 2022-29**

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 December 31,2022.

Rent	\$ 28,472.70
Maintenance Charges	\$ 145.75
Court Cost	\$ 4,722.00
Late Charges	\$ 1,617.00
Utility Charge	\$ 0.00
Bulk Cable	\$ 306.00

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 \$35,263.45.

ADOPTED THIS 19th^t DAY OF December 2022

SEAL

Leon D. Fountain, Chairman

Attest:

Antonio McGinnis, Sr., Executive Director/CEO

Huntsville Housing Authority
Combined BAF, COCC AND PH COMBINED
Fiscal Year End 03/31/2023
YEAR TO DATE AS OF October 31, 2022

	Annual Budget	Actual YTD	Budget YTD	Variance Favorable (Unfavorable)	Variance Percentage
Revenue					
Tenant Rental Revenue	2,806,464.00	1,682,665.00	1,637,104.05	45,560.95	3%
Other Tenant Charges	59,271.00	37,300.00	34,580.00	2,720.00	8%
Operating Subsidy	6,803,290.00	4,521,806.00	3,968,597.55	553,208.45	14%
HUD PHA Operating Grant-CFP	1,435,807.00	897,992.34	837,552.90	60,439.44	7%
Interest Income	19,174.00	18,660.22	11,187.15	7,473.07	67%
Investment Income Restricted	0.00	0.00	0.00	0.00	
Section 8 Rental Income	12,000.00	7,000.00	7,000.00	0.00	0%
Management Fees - Public Housing	1,009,463.00	561,210.24	588,854.00	(27,643.76)	-5%
Bookkeeping Fees - PH & HCV	270,900.00	157,942.50	158,025.00	(82.50)	0%
Asset Management Fees - Public Hous	165,480.00	105,910.00	96,530.00	9,380.00	10%
Service Fee Revenue	611,558.00	283,891.95	356,743.35	(72,851.40)	-20%
Management Fees - Capital Fund	434,786.00	253,624.00	253,624.00	0.00	0%
Management Fees - Section 8	243,936.00	142,272.00	142,296.00	(24.00)	0%
Management Fees - 360 Properties	52,666.00	29,624.40	30,723.00	(1,098.60)	-4%
Other Income	325,147.00	358,636.84	189,665.00	168,971.84	89%
Gain On Disposition of Fixed Assets	0.00	0.00	0.00	0.00	
Inter-AMP Transfer In	0.00	0.00	0.00	0.00	0%
Total Revenue	14,249,942.00	9,058,535.49	8,312,482.00	746,053.49	9% (1)
Expenses:					
Administration:					
Administrative Salaries	2,313,647.00	1,246,015.78	1,349,635.00	103,619.22	8%
Compensated Absences	0.00	0.00	0.00	0.00	0%
Employee Benefits - Administrative	878,275.00	508,003.07	512,337.00	4,333.93	1%
Audit Fees	35,200.00	28,665.00	20,533.13	(8,131.87)	-40%
Management Fees	1,009,465.00	561,210.24	588,854.60	27,644.36	5%
Bookkeeping Fees	118,440.00	69,022.50	69,107.50	85.00	0%
Advertising and Marketing	8,601.50	10,497.84	5,017.68	(5,480.16)	-109%
Office Expense	501,939.00	290,104.33	292,810.87	2,706.54	1%
Legal	71,158.00	68,574.14	41,503.00	(27,071.14)	-65%
Training and Travel	57,682.00	47,041.23	33,651.35	(13,389.88)	-40%
Other Administrative Costs	141,947.00	91,325.57	82,790.50	(8,535.07)	-10%
Total Administration	5,136,354.50	2,920,459.70	2,996,240.63	75,780.93	3%
Asset Management Fee	165,480.00	105,910.00	96,530.00	(9,380.00)	-10% (2)
Tenant Services:					
Salaries	150,085.00	101,876.47	87,556.00	(14,320.47)	-16%
Relocation	0.00	1,030.00	0.00	(1,030.00)	0%
Employee Benefits - Tenant Services	81,777.00	47,823.82	47,705.00	(118.82)	0%
Other/Funding/Travel and Training	33,699.00	22,923.30	19,662.40	(3,260.90)	-17%
Total Tenant Services	265,561.00	173,653.59	154,923.40	(18,730.19)	-12% (3)

Huntsville Housing Authority
Combined BAF, COCC AND PH COMBINED
Fiscal Year End 03/31/2023
YEAR TO DATE AS OF October 31, 2022

	Annual Budget	Actual YTD	Budget YTD	Variance Favorable (Unfavorable)	Variance Percentage
Utilities:					
Other Utilities	130,755.00	90,257.49	76,293.00	(13,964.49)	-18%
Water	371,002.00	209,330.62	216,419.00	7,088.38	3%
Electric	381,556.00	233,014.53	222,579.00	(10,435.53)	-5%
Gas	40,874.00	18,084.61	23,856.00	5,771.39	24%
Sewage	546,994.00	298,320.83	319,083.35	20,762.52	7%
Total Utilities	1,471,181.00	849,008.08	858,230.35	9,222.27	1%
Maintenance:					
Labor - Maintenance	1,746,642.40	991,383.94	1,018,875.30	27,491.36	3%
Employee Benefits - Maintenance	810,393.00	433,957.10	472,738.00	38,780.90	8%
Materials	1,424,225.00	1,036,792.77	830,802.00	(205,990.77)	-25%
Contract Costs	1,138,703.00	613,341.47	664,256.80	50,915.33	8%
Total Maintenance	5,119,963.40	3,075,475.28	2,986,672.10	(88,803.18)	-3%
Protective Services:					
Protective Services Contract Costs	340,000.00	267,134.06	198,329.85	(68,804.21)	-35%
Total Protective Services	340,000.00	267,134.06	198,329.85	(68,804.21)	-35% (4)
General Expenses:					
Insurance	1,196,024.00	689,279.19	697,682.35	8,403.16	1%
Other General Expenses	411,125.00	231,565.00	239,827.00	8,262.00	3%
Payment In Lieu of Taxes	105,640.00	0.00	61,628.00	61,628.00	100%
Total General Expenses	1,712,789.00	920,844.19	999,137.35	78,293.16	8% (5)
Other:					
Collection Loss (Bad Debt Expense)	100,000.00	77,358.86	58,338.05	(19,020.81)	-32.60%
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	10,000.00	56,371.63	5,831.00	(50,540.63)	-866.76%
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%
Total Other	110,000.00	133,730.49	64,169.05	(69,561.44)	-108% (6)
Total Expenses	14,321,328.90	8,446,215.39	8,354,232.73	(91,982.66)	-1%
Net Income/Loss	(71,386.90)	612,320.10	(41,750.73)	654,070.83	-1567%
Capital Assets Addition	0.00	0.00	0.00	0.00	0.00%
Increase/Decrease in Unrestricted Net Position	(71,386.90)	612,320.10	(41,750.73)	(654,070.83)	1567%

Explanations of Variances for October 31, 2022

- (1) Total Revenue – The favorable increase in total revenue is due to the 2012 Operating Reserve Offset Ligation settlement of \$227,351. These funds are listed in the Other Income of Total Revenue. The FYE 033123 Operating Subsidy budget was based on allocation of 95%, but actual funds received are over 100%. These favorable variances are partial offset by lower than budgeted service revenue. The FYE 03/31/23 Lawncare Service Budget was based on servicing two developments for an annual amount of \$265,000, but the actual Lawncare Service activity is for one development at the amount of \$192,000. This is the first year that the Business Activity Fund has provided Lawncare Service.
- (2) Asset Management Fee – The budget did not include Butler Terrace Addition to incur Asset Management Fees. Upon review the site can incur the fee up until demolition is started. This has been noted to be included in the budget revision.
- (3) Tenant Services – The actual amount is increased due to the Ross Supportive Services and the FSS Coordinator grants waiting period for renewal. This increase in expense will need to be revised with the budget revision.
- (4) Protective Services Expense – Based on Contracted Services with Huntsville Police Dept and a Private Security Company. The Private Security Company services the Tower Buildings for 24hr coverage and there is additional cost when services are used during Holidays. This expense will be reviewed and has been noted to be included in the budget revision.
- (5) Total General Expense – Pilot expense occurs once audit is complete and amounts have been verified.
- (6) Total Other – The Casualty Loss FYE 03/31/23 approved budget amount was for \$10,000, because there was only one fire damaged unit claimed to be settled. HHA has incurred additional fire units at 503 A Webster Drive and Johnson Towers Unit 312. The insurance proceeds for this units are pending. Also, the April 1,2022 renewed insurance deductible was increased to \$25,000.00 per occurrence.

Huntsville Housing Authority**Board of Commissioners' Meeting
Agenda Item
Control Document****Date:** December 19, 2022**HHA Staff Representatives:** Terry Boyd, Director of Public Housing Operations**Department:** Public Housing Operations**Board of Commissioners' Meeting (Date):** December 19, 2022**Board Agenda Item(s):**

1. Act on Resolution Approving a Revision to the Admissions and Continued Occupancy Policy for Public Housing.

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

Approved by: _____ / _____
 Antonio McGinnis, Sr. Date
 Executive Director/CEO

Board Agenda Topic (Narrative): _____**Extract from Minutes of Committee Meeting:** _____

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

Housing Management 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, Leon D. Fountain 11/21/2022
 Signature Date

HHA Board Committee Member Vice Chairman Shaquila Willie 11/21/2022
 Signature Date

HHA Staff Member _____
 Signature Date

Huntsville Housing Authority

REQUEST FOR BOARD ACTION

Approval of a Revision of the Admissions and Continued Occupancy Policy (ACOP) for Public Housing

December 19, 2022

INTRODUCTION

Act on resolution approving the revision of the 2023 Admissions and Continued Occupancy Policy (ACOP) for Public Housing.

PURPOSE/OBJECTIVE

Huntsville Housing Authority (HHA), developed the Admissions and Continued Occupancy Policy (ACOP) for housing authority staff to follow in determining eligibility for admission and continued occupancy of public housing. The basic guidelines for this policy are governed by requirements of HUD, with latitude for local policies and procedures. Notwithstanding the above, changes in applicable federal law or regulations shall supersede provisions in conflict with this policy.

Unlike the housing choice voucher program, HUD regulations for public housing do not contain a list of what must be included in the ACOP. However, individual regulations contain requirements of inclusion in the PHA's written policy. At a minimum, the ACOP plan should cover PHA policies on the following subjects:

- The organization of the waiting list and how families are selected and offered available units, including any PHA admission preferences, procedures for removing applicant names from the waiting list, and procedures for closing and reopening the PHA waiting list (Chapters 4 and 5)
- Transfer policies and the circumstances under which a transfer would take precedence over an admission (Chapter 12)
- Standards for determining eligibility, suitability for tenancy, and the size and type of the unit needed (Chapters 3 and 5)
- Procedures for verifying the information the family has provided (Chapter 7)
- The method for achieving deconcentration of poverty and income-mixing of public housing developments (Chapter 4)
- Grievance procedures (Chapter 14)
- Policies concerning payment by a family to the PHA of amounts the family owes the PHA (Chapter 15 and 16)
- Interim redeterminations of family income and composition (Chapter 9)
- Policies regarding community service requirements; (Chapter 11)
- Policies and rules about safety and ownership of pets in public housing (Chapter 10).

HHA is required to revise the ACOP, including eligibility criteria for applicants, waiting lists, unit offers, earned income disallowance, re-examinations, security deposits, community service requirements, grievance and more, whenever there is a change in the applicable federal law or regulations.

Huntsville Housing Authority

There were no regulatory or statutory changes required for 2023. However, in order to make the document less cumbersome and easier to navigate, the document was updated to remove forms and exhibits related to daily operations processes. A set of Standard Operating Procedures were developed for all public housing procedures for the staff to use in conjunction with the ACOP.

JUSTIFICATION/DESCRIPTION

HHa is required to adopt an Admissions and Continued Occupancy Policy (ACOP) for housing authority staff to follow in determining eligibility for admission and continued occupancy of public housing. This policy should be revised periodically to provide the latest regulatory and statutory changes, and to enact policies that encourage administrative efficiencies.

ECONOMIC IMPACT

None.

ALTERNATIVES

None.

ATTACHMENTS

The Summary of Proposed Changes for the 2023 ACOP for the Public Housing program.

RECOMMENDATION

The Executive Director/CEO recommends approval of the revised Admissions and Continued Occupancy Policy (ACOP) for the Public Housing program.

Antonio McGinnis, Sr.
Executive Director/CEO

Terry Boyd
Director of Public Housing Operations

Date: _____

Date: _____

Action Taken: _____

Attachment

2023 Admissions and Continued Occupancy Policy ACOP
List of Changes

PAGES	CHANGE	
Chapter	Subject	Renumbered pages starting with the table of contents
1	Overview of the Program	Updated the mission statement to match the current statement
2-	Fair Housing and Equal Opportunity	Removed sample forms from the documents
3	Eligibility	Removed sample exhibits from the document
6	Income and Rent Determinations	Removed sample exhibit from the document
7	Verifications	Removed sample exhibits from the document
11	Community Service	Removed sample exhibits from the document
12	Transfer Policy	Removed sample exhibits from the document
14	Grievances and Appeals	Removed sample exhibits from the document
16 Glossary	Program Administration	Removed sample exhibits from the document Removed the Glossary

Huntsville Housing Authority**RESOLUTION APPROVING REVISION OF THE
ADMISSIONS AND CONTINUED OCCUPANCY POLICY****RESOLUTION NO. 2022-30**

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 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.

ADOPTED THIS 19th DAY OF DECEMBER, 2022

SEAL

Leon D. Fountain, Chairman

Attest:

Antonio McGinnis, Sr., Executive Director/CEO

HUNTSVILLE HOUSING AUTHORITY**Board of Commissioners' Meeting
Agenda Item
Control Document****Date:** December 19, 2022**HHA Staff Representative:** Turkessa Coleman-Lacey, Deputy Executive Director**Department:** Development**Board of Commissioners' Meeting (Date):** December 19, 2022 at 12:00 p.m.**Board Agenda Item(s):**

1. Act on Resolution Authorizing Submission & Execution of HHA 5-Year Plan and 2023 Annual Action Plan.

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: Leon D Fountain, Chairman Date: 12/19/2022**HHA Board Committee Member:** Shaquila Willie, Vice Chairman Date: 12/19/2022**HHA Staff Member:** _____ **Date:** _____

HUNTSVILLE HOUSING AUTHORITY**REQUEST FOR BOARD ACTION****ACT ON RESOLUTION AUTHORIZING SUBMISSION & EXECUTION OF THE
5-YEAR PLAN & 2023 ANNUAL ACTION PLAN****December 19, 2022****INTRODUCTION**

The Quality Housing and Work Responsibility Act of 1998 directed housing authorities to prepare a 5-Year Plan and an Annual Action Plan. The 5-Year Plan describes the agency's mission, long-range goals and objectives for achieving its mission over a 5-year period. The Annual Action Plan is a comprehensive guide to policies, programs, operations, and strategies for meeting local housing needs and goals.

Both Plans informs HUD, residents, and the public of HHA's mission for serving the needs of low, very low-income, and extremely low-income families and its strategy for addressing those needs. This information helps provide accountability to the local community for how HHA anticipates spending HUD funds and the implementation of policies. Also, both plans allow HUD to monitor the performance of programs and the performance of public housing agencies that administer them.

PURPOSE/OBJECTIVE

To obtain Board approval for the submission and execution of the 5-Year Plan and the 2023 Annual Action Plan for Fiscal Year beginning April 1, 2023.

JUSTIFICATION/DESCRIPTION

Submission of the 5-Year Plan and the Annual Action Plan is required under 24 CFR 903. The Plans essentially guides the PHA through a strategic planning process. The strategic planning process examines the: (1) assessment of the housing needs of the community; (2) identifies the financial and other resources available to help address those needs; (3) establish goals and strategies for addressing the needs identified; and (4) the translation of those strategies into policies and programs.

ALTERNATIVES

Not applicable.

RECOMMENDATION

Approval of the 5-Year Plan and the 2023 Annual Action Plan including the execution of the Certifications of Compliance with the related regulations including the required civil rights certifications for submission to the U.S. Department of Housing and Urban Development and approval of annual and five-year budgets for submission once funding is confirmed.

Antonio McGinnis
Executive Director/CEO

Turkessa Coleman Lacey,
Deputy Executive Director

Date

Date

Action Taken: _____

STREAMLINE ANNUAL PHA PLAN

Streamlined Annual PHA Plan <i>(High Performer PHAs)</i>	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires: 02/29/2016
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Purpose. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families

- Applicability.** Form HUD-50075-HP is to be completed annually by **High Performing PHAs**. PHAs that meet the definition of a Standard PHA, Troubled PHA, HCV-Only PHA, Small PHA, or Qualified PHA do not need to submit this form.

B.	Annual Plan Elements
B.1	<p>Revision of PHA Plan Elements.</p> <p>(a) Have the following PHA Plan elements been revised by the PHA since its last Annual PHA Plan submission? Y N</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Statement of Housing Needs and Strategy for Addressing Housing Needs. <input type="checkbox"/> <input checked="" type="checkbox"/> Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions. <input type="checkbox"/> <input checked="" type="checkbox"/> Financial Resources. <input type="checkbox"/> <input checked="" type="checkbox"/> Rent Determination. <input type="checkbox"/> <input checked="" type="checkbox"/> Homeownership Programs. <input type="checkbox"/> <input checked="" type="checkbox"/> Safety and Crime Prevention. <input type="checkbox"/> <input checked="" type="checkbox"/> Pet Policy. <input type="checkbox"/> <input checked="" type="checkbox"/> Substantial Deviation. <input type="checkbox"/> <input checked="" type="checkbox"/> Significant Amendment/Modification</p> <p>(b) The PHA must submit its Deconcentration Policy for Field Office Review.</p> <p>(c) If the PHA answered yes for any element, describe the revisions for each element below: -Statement of Housing Needs and Strategy for Addressing Housing Needs: Attachment A -Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions: Attachment B -ACOP Revisions: Attachment C -Administrative Plan Revisions: Attachment D -Substantial Deviation and Significant Amendment/Modification Definition: Attachment E</p>
B.2	<p>New Activities.</p> <p>(a) Does the PHA intend to undertake any new activities related to the following in the PHA's current Fiscal Year? Y N</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Hope VI or Choice Neighborhoods. <input checked="" type="checkbox"/> <input type="checkbox"/> Mixed Finance Modernization or Development. <input checked="" type="checkbox"/> <input type="checkbox"/> Demolition and/or Disposition. <input checked="" type="checkbox"/> <input type="checkbox"/> Conversion of Public Housing to Tenant Based Assistance. <input checked="" type="checkbox"/> <input type="checkbox"/> Conversion of Public Housing to Project-Based Assistance under RAD. <input checked="" type="checkbox"/> <input type="checkbox"/> Project Based Vouchers. <input checked="" type="checkbox"/> <input type="checkbox"/> Units with Approved Vacancies for Modernization. <input checked="" type="checkbox"/> <input type="checkbox"/> Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).</p> <p>(b) If any of these activities are planned for the current Fiscal Year, describe the activities. For new demolition activities, describe any public housing development or portion thereof, owned by the PHA for which the PHA has applied or will apply for demolition and/or disposition approval under section 18 of the 1937 Act under the separate demolition/disposition approval process. If using Project-Based Vouchers (PBVs), provide the projected number of project based units and general locations, and describe how project basing would be consistent with the PHA Plan.</p> <p>-FY2023 New Activities: Attachment F</p>
B.3	<p>Progress Report.</p> <p>Provide a description of the PHA's progress in meeting its Mission and Goals described in the PHA 5-Year Plan.</p> <p>HHA has met and exceeded many of the goals identified in the last Five Year Strategic Plan. Specifically, HHA has maintained SEMAP and PHAS High-Performer Status. In an effort to engage and leverage best practices, HHA has made great strides in diversifying its housing portfolio. HHA received approval to demolish 166 units at Sparkman Homes and 134 units at Butler Terrace Addition. The demolition of Sparkman homes was completed in the 4th quarter of 2021 and all residents have moved out of Butler Terrace Addition which is scheduled to be demolished in the first quarter of 2022.</p> <p>HHA has also constructed a total of 145 senior units in partnership with a private developer. This development has PBV's, tax credits and public housing units.</p>

B.4.	<p>Most Recent Fiscal Year Audit.</p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y N <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(b) If yes, please describe:</p>
	Other Document and/or Certification Requirements.
C.1	<p>Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan</p> <p><u>Form 50077-ST-HCV-HP</u>, <i>Certification of Compliance with PHA Plans and Related Regulations</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
C.2	<p>Civil Rights Certification.</p> <p><u>Form 50077-ST-HCV-HP</u>, <i>Certification of Compliance with PHA Plans and Related Regulations</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
C.3	<p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) provide comments to the PHA Plan?</p> <p>Y N <input checked="" type="checkbox"/> <input type="checkbox"/></p> <p>If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p> <p>-RAB Comments/Virtual Public Hearing Notification and Agenda : Attachment G</p> <p>-Challenged Elements: Attachment H</p>
C.4	<p>Certification by State or Local Officials.</p> <p><u>Form HUD 50077-SL</u>, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
D	Statement of Capital Improvements. Required in all years for all PHAs completing this form that administer public housing and receive funding from the Capital Fund Program (CFP).
D.1	<p>Capital Improvements. Include a reference here to the most recent HUD-approved 5-Year Action Plan (HUD-50075.2) and the date that it was approved by HUD.</p> <p>-Five Year Action Plan (2023-2027) was submitted in EPIC on 12/12/2022: Attachment I</p> <p>-Financial Resources: Attachment J</p>

Instructions for Preparation of Form HUD-50075-HP Annual Plan for High Performing PHAs

A. PHA Information. All PHAs must complete this section.

A.1 Include the full **PHA Name**, **PHA Code**, **PHA Type**, **PHA Fiscal Year Beginning** (MM/YYYY), **PHA Inventory**, **Number of Public Housing Units and or Housing Choice Vouchers (HCVs)**, **PHA Plan Submission Type**, and the **Availability of Information**, specific location(s) of all information relevant to the public hearing and proposed PHA Plan. ([24 CFR §903.23\(4\)\(e\)](#))

PHA Consortia: Check box if submitting a Joint PHA Plan and complete the table. ([24 CFR §943.128\(a\)](#))

B. Annual Plan.

B.1 Revision of PHA Plan Elements. PHAs must:

Identify specifically which plan elements listed below that have been revised by the PHA. To specify which elements have been revised, mark the “yes” box. If an element has not been revised, mark “no.”

☐ **Statement of Housing Needs and Strategy for Addressing Housing Needs.** Provide a statement addressing the housing needs of low-income, very low-income and extremely low-income families and a brief description of the PHA’s strategy for addressing the housing needs of families who reside in the jurisdiction served by the PHA. The statement must identify the housing needs of (i) families with incomes below 30 percent of area median income (extremely low-income), (ii) elderly families and families with disabilities, and (iii) households of various races and ethnic groups residing in the jurisdiction or on the waiting list based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. For years in which the PHA’s 5-Year PHA Plan is also due, this information must be included only to the extent it pertains to the housing needs of families that are on the PHA’s public housing and Section 8 tenant-based assistance waiting lists. ([24 CFR §903.7\(a\)\(1\)](#) and [24 CFR §903.12\(b\)](#)). Provide a description of the PHA’s strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. For years in which the PHA’s 5-Year PHA Plan is also due, this information must be included only to the extent it pertains to the housing needs of families that are on the PHA’s public housing and Section 8 tenant-based assistance waiting lists. ([24 CFR §903.7\(a\)\(2\)\(ii\)](#) and [24 CFR §903.12\(b\)](#)).

☐ **Deconcentration and Other Policies that Govern Eligibility, Selection and Admissions.** Describe the PHA’s admissions policy for deconcentration of poverty and income mixing of lower-income families in public housing. The Deconcentration Policy must describe the PHA’s policy for bringing higher income tenants into lower income developments and lower income tenants into higher income developments. The deconcentration requirements apply to general occupancy and family public housing developments. Refer to [24 CFR §903.2\(b\)\(2\)](#) for developments not subject to deconcentration of poverty and income mixing requirements. ([24 CFR §903.7\(b\)](#)) Describe the PHA’s procedures for maintaining waiting lists for admission to public housing and address any site-based waiting lists. ([24 CFR §903.7\(b\)](#)) A statement of the PHA’s policies that govern resident or tenant eligibility, selection and admission including admission preferences for both public housing and HCV. ([24 CFR §903.7\(b\)](#)) Describe the unit assignment policies for public housing. ([24 CFR §903.7\(b\)](#))

☐ **Financial Resources.** A statement of financial resources, including a listing by general categories, of the PHA’s anticipated resources, such as PHA operating, capital and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support public housing or tenant-based assistance. The statement also should include the non-Federal sources of funds supporting each Federal program, and state the planned use for the resources. ([24 CFR §903.7\(c\)](#))

☐ **Rent Determination.** A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units, including applicable public housing flat rents, minimum rents, voucher family rent contributions, and payment standard policies. ([24 CFR §903.7\(d\)](#))

☐ **Homeownership Programs.** A description of any homeownership programs (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval. For years in which the PHA’s 5-Year PHA Plan is also due, this information must be included only to the extent that the PHA participates in homeownership programs under section 8(y) of the 1937 Act. ([24 CFR §903.7\(k\)](#) and [24 CFR §903.12\(b\)](#)).

☐ **Safety and Crime Prevention (VAWA).** A description of: **1)** Any activities, services, or programs provided or offered by an agency, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking; **2)** Any activities, services, or programs provided or offered by a PHA that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing; and **3)** Any activities, services, or programs provided or offered by a public housing agency to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families. ([24 CFR §903.7\(m\)\(5\)](#))

☐ **Pet Policy.** Describe the PHA’s policies and requirements pertaining to the ownership of pets in public housing. ([24 CFR §903.7\(n\)](#))

☐ **Substantial Deviation.** PHA must provide its criteria for determining a “substantial deviation” to its 5-Year Plan. ([24 CFR §903.7\(r\)\(2\)\(i\)](#))

☐ **Significant Amendment/Modification.** PHA must provide its criteria for determining a “Significant Amendment or Modification” to its 5-Year and Annual Plan. Should the PHA fail to define ‘significant amendment/modification’, HUD will consider the following to be ‘significant amendments or modifications’: a) changes to rent or admissions policies or organization of the waiting list; b) additions of non-emergency public housing CFP work items (items not included in the current CFP Annual Statement or CFP 5-Year Action Plan); or c) any change with regard to demolition or disposition, designation, homeownership programs or conversion activities. See guidance on HUD’s website at: [Notice PIH 1999-51](#). ([24 CFR §903.7\(r\)\(2\)\(ii\)](#))

If any boxes are marked “yes”, describe the revision(s) to those element(s) in the space provided.

PHAs must submit a Deconcentration Policy for Field Office review. For additional guidance on what a PHA must do to deconcentrate poverty in its development and comply with fair housing requirements, see [24 CFR 903.2](#). ([24 CFR §903.23\(b\)](#))

B.2 New Activities. If the PHA intends to undertake any new activities related to these elements or discretionary policies in the current Fiscal Year, mark “yes” for those elements, and describe the activities to be undertaken in the space provided. If the PHA does not plan to undertake these activities, mark “no.”

☐ **Hope VI.** 1) A description of any housing (including project name, number (if known) and unit count) for which the PHA will apply for HOPE VI; and 2) A timetable for the submission of applications or proposals. The application and approval process for Hope VI is a separate process. See guidance on HUD’s website at: <http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm>. (Notice PIH 2010-30)

☐ **Mixed Finance Modernization or Development.** 1) A description of any housing (including name, project number (if known) and unit count) for which the PHA will apply for Mixed Finance Modernization or Development; and 2) A timetable for the submission of applications or proposals. The application and approval process for Mixed Finance Modernization or Development is a separate process. See guidance on HUD’s website at: <http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm>. (Notice PIH 2010-30)

☐ **Demolition and/or Disposition.** Describe any public housing projects owned by the PHA and subject to ACCs (including name, project number and unit numbers [or addresses]), and the number of affected units along with their sizes and accessibility features) for which the PHA will apply or is currently pending for demolition or disposition; and (2) A timetable for the demolition or disposition. This statement must be submitted to the extent that approved and/or pending demolition and/or disposition has changed. The application and approval process for demolition and/or disposition is a separate process. See guidance on HUD’s website at: http://www.hud.gov/offices/pih/centers/sac/demo_dispo/index.cfm. (24 CFR §903.7(h))

☐ **Conversion of Public Housing.** Describe any public housing building(s) (including project number and unit count) owned by the PHA that the PHA is required to convert or plans to voluntarily convert to tenant-based assistance; 2) An analysis of the projects or buildings required to be converted; and 3) A statement of the amount of assistance received to be used for rental assistance or other housing assistance in connection with such conversion. See guidance on HUD’s website at: <http://www.hud.gov/offices/pih/centers/sac/conversion.cfm>. (24 CFR §903.7(j))

☐ **Project-Based Vouchers.** Describe any plans to use HCVs for new project-based vouchers. (24 CFR §983.57(b)(1)) If using project-based vouchers, provide the projected number of project-based units and general locations, and describe how project-basing would be consistent with the PHA Plan.

☐ **Other Capital Grant Programs** (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).

B.3 Progress Report. For all Annual Plans following submission of the first Annual Plan, a PHA must include a brief statement of the PHA’s progress in meeting the mission and goals described in the 5-Year PHA Plan. (24 CFR §903.7(r)(1))

B.4 Most Recent Fiscal Year Audit. If the results of the most recent fiscal year audit for the PHA included any findings, mark “yes” and describe those findings in the space provided. (24 CFR §903.7(p))

C. Other Document and/or Certification Requirements

C.1 Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan. Provide a certification that the following plan elements have been revised, provided to the RAB for comment before implementation, approved by the PHA board, and made available for review and inspection by the public. This requirement is satisfied by completing and submitting form HUD-50077 SM-HP.

C.2 Civil Rights Certification. Form HUD-50077 SM-HP, *PHA Certifications of Compliance with the PHA Plans and Related Regulation*, must be submitted by the PHA as an electronic attachment to the PHA Plan. This includes all certifications relating to Civil Rights and related regulations. A PHA will be considered in compliance with the AFFH Certification if: it can document that it examines its programs and proposed programs to identify any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction’s initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction. (24 CFR §903.7(o))

C.3 Resident Advisory Board (RAB) comments. If the RAB provided comments to the annual plan, mark “yes,” submit the comments as an attachment to the Plan and describe the analysis of the comments and the PHA’s decision made on these recommendations. (24 CFR §903.13(c), 24 CFR §903.19)

C.4 Certification by State or Local Officials. Form HUD-50077-SL, *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan*, must be submitted by the PHA as an electronic attachment to the PHA Plan. (24 CFR §903.15)

D. Statement of Capital Improvements. PHAs that receive funding from the Capital Fund Program (CFP) must complete this section. (24 CFR 903.7 (g))

D.1 Capital Improvements. In order to comply with this requirement, the PHA must reference the most recent HUD approved Capital Fund 5 Year Action Plan. PHAs can reference the form by including the following language in Section C. 8.0 of the PHA Plan Template: “See HUD Form 50075.2 approved by HUD on XX/XX/XXXX.”

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced the 5-Year and Annual PHA Plan. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA’s operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA’s mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families.

Public reporting burden for this information collection is estimated to average 16.64 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Privacy Act Notice. The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality.

CERTIFICATION OF COMPLIANCE WITH PHA & RELATED REGULATIONS

Certifications of Compliance with PHA Plan and Related Regulations
(Standard, Troubled, HCV-Only, and High Performer PHAs)

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
OMB No. 2577-0226
Expires 3/31/2024

PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations
including PHA Plan Elements that Have Changed

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairperson or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the ___ 5-Year and/or ___ Annual PHA Plan, hereinafter referred to as "the Plan", of which this document is a part, and make the following certification and agreements with the Department of Housing and Urban Development (HUD) for the PHA fiscal year beginning 2023, in connection with the submission of the Plan and implementation thereof:

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located (24 CFR § 91.2).
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments (AI) to Fair Housing Choice, or Assessment of Fair Housing (AFH) when applicable, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan (24 CFR §§ 91.2, 91.225, 91.325, and 91.425).
3. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Resident Advisory Board or Boards in developing the Plan, including any changes or revisions to the policies and programs identified in the Plan before they were implemented, and considered the recommendations of the RAB (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
4. The PHA provides assurance as part of this certification that:
 - (i) The Resident Advisory Board had an opportunity to review and comment on the changes to the policies and programs before implementation by the PHA;
 - (ii) The changes were duly approved by the PHA Board of Directors (or similar governing body); and
 - (iii) The revised policies and programs are available for review and inspection, at the principal office of the PHA during normal business hours.
5. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
6. The PHA certifies that it will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d-2000d-4), the Fair Housing Act (42 U.S.C. 3601-19), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), title II of the Americans with Disabilities Act (42 U.S.C. 12101 et seq.), and other applicable civil rights requirements and that it will affirmatively further fair housing in the administration of the program. In addition, if it administers a Housing Choice Voucher Program, the PHA certifies that it will administer the program in conformity with the Fair Housing Act, title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, title II of the Americans with Disabilities Act, and other applicable civil rights requirements, and that it will affirmatively further fair housing in the administration of the program.
7. The PHA will affirmatively further fair housing, which means that it will take meaningful actions to further the goals identified in the Assessment of Fair Housing (AFH) conducted in accordance with the requirements of 24 CFR § 5.150 through 5.180, that it will take no action that is materially inconsistent with its obligation to affirmatively further fair housing, and that it will address fair housing issues and contributing factors in its programs, in accordance with 24 CFR § 903.7(o)(3). The PHA will fulfill the requirements at 24 CFR § 903.7(o) and 24 CFR § 903.15(d). Until such time as the PHA is required to submit an AFH, the PHA will fulfill the requirements at 24 CFR § 903.7(o) promulgated prior to August 17, 2015, which means that it examines its programs or proposed programs; identifies any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement; and maintains records reflecting these analyses and actions.
8. For PHA Plans that include a policy for site-based waiting lists:
 - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2011-65);

- The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
 - Adoption of a site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
 - The PHA shall take reasonable measures to assure that such a waiting list is consistent with affirmatively furthering fair housing; and
 - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR 903.7(o)(1).
9. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
 10. In accordance with 24 CFR § 5.105(a)(2), HUD's Equal Access Rule, the PHA will not make a determination of eligibility for housing based on sexual orientation, gender identify, or marital status and will make no inquiries concerning the gender identification or sexual orientation of an applicant for or occupant of HUD-assisted housing.
 11. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
 12. The PHA will comply with the requirements of Section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
 13. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
 14. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
 15. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
 16. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
 17. The PHA will keep records in accordance with 2 CFR 200.333 and facilitate an effective audit to determine compliance with program requirements.
 18. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
 19. The PHA will comply with the policies, guidelines, and requirements of 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Financial Assistance, including but not limited to submitting the assurances required under 24 CFR §§ 1.5, 3.115, 8.50, and 107.25 by submitting an SF-424, including the required assurances in SF-424B or D, as applicable.
 20. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
 21. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
 22. The PHA certifies that it is in compliance with applicable Federal statutory and regulatory requirements, including the Declaration of Trust(s).

Huntsville Housing Authority

PHA Name

AL047

PHA Number/HA Code

 X Annual PHA Plan for Fiscal Year 2023 5-Year PHA Plan for Fiscal Years 20 - 20

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802).

Name of Executive Director: Mr. Antonio McGinnisName Board Chairman: Mr. Leon D. Fountain

Signature

Date

Signature

Date

The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality. This information is collected to ensure compliance with PHA Plan, Civil Rights, and related laws and regulations including PHA plan elements that have changed.

Public reporting burden for this information collection is estimated to average 0.16 hours per year per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

**CERTIFICATION BY STATE OR LOCAL OFFICIAL OF PHA PLANS CONSISTENCY WITH THE CONSOLIDATED
PLAN OR STATE CONSOLIDATED PLAN**

**Certification by State or Local
Official of PHA Plans Consistency
with the Consolidated Plan or
State Consolidated Plan
(All PHAs)**

U. S Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 2/29/2016

**Certification by State or Local Official of PHA Plans
Consistency with the Consolidated Plan or State Consolidated Plan**

I, Scott Erwin, the Manager, Community Development
Official's Name *Official's Title*

certify that the 5-Year PHA Plan and/or Annual PHA Plan of the

Huntsville Housing Authority (HHA)
PHA Name

is consistent with the Consolidated Plan or State Consolidated Plan and the Analysis of
Impediments (AI) to Fair Housing Choice of the

City of Huntsville, Alabama
Local Jurisdiction Name

pursuant to 24 CFR Part 91.

Provide a description of how the PHA Plan is consistent with the Consolidated Plan or State
Consolidated Plan and the AI.

HHA goals and objectives are consistent with the City of Huntsville's 5-year Consolidated Plan
based on the following: (1). Improved and expand the affordable housing stock and
homeownership opportunities in Huntsville, AL; (2). Provide services to expand economic
development and self-sufficiency; (3). Improve infrastructure in distressed neighborhoods.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official	Title
<u>Scott Erwin</u>	<u>Manager, Community Development</u>
Signature	Date
<u>Scott Erwin</u>	<u>October 26, 2022</u>

ATTACHMENT A: STATEMENT OF HOUSING NEEDS & STRATEGIES FOR ADDRESSING HOUSING NEEDS

Attachment A: Statement of Housing Needs and Strategies for Addressing Housing Needs

A. HOUSING NEED IN THE JURISDICTION OF HUNTSVILLE HOUSING AUTHORITY

Jurisdictional housing needs were extracted from the City of Huntsville Department of Community Development 2020-2025 Consolidated Plan.

The Housing Needs Assessments profiles data that illuminated key local housing problems; thus, housing need gaps existing in the City of Huntsville. Data was gathered and geo-spatially displayed to provide an understanding of who, where and what regarding housing needs. Key indicators portrayed on the maps below are: a) Housing cost burden b) overcrowding as experience by low and moderate-income families, c) low-income households with severe housing problems, d) risk of homelessness. These factors provide indicators for assessing housing needs, formulating goals and designing approaches that will bridge the housing need gaps in the City.

Number of Households and HUD Area Median Family Income (HAMFI)

	0-30% HAMFI	>30-50% HAMFI	>50-80% HAMFI	>80-100% HAMFI	>100% HAMFI
Total Households	14,245	10,850	13,900	5,920	33,650
Small Family Households	4,605	3,825	5,145	2,055	15,560
Large Family Households	740	640	585	310	1,630
Household contains at least one person 62-74 years of age	1,974	1,499	2,455	1,299	6,705
Household contains at least one person age 75 or older	1,550	1,465	1,765	795	3,520
Households with one or more children 6 years old or younger	2,944	2,015	1,865	694	2,454

Data Source: 2011-2015 CHAS

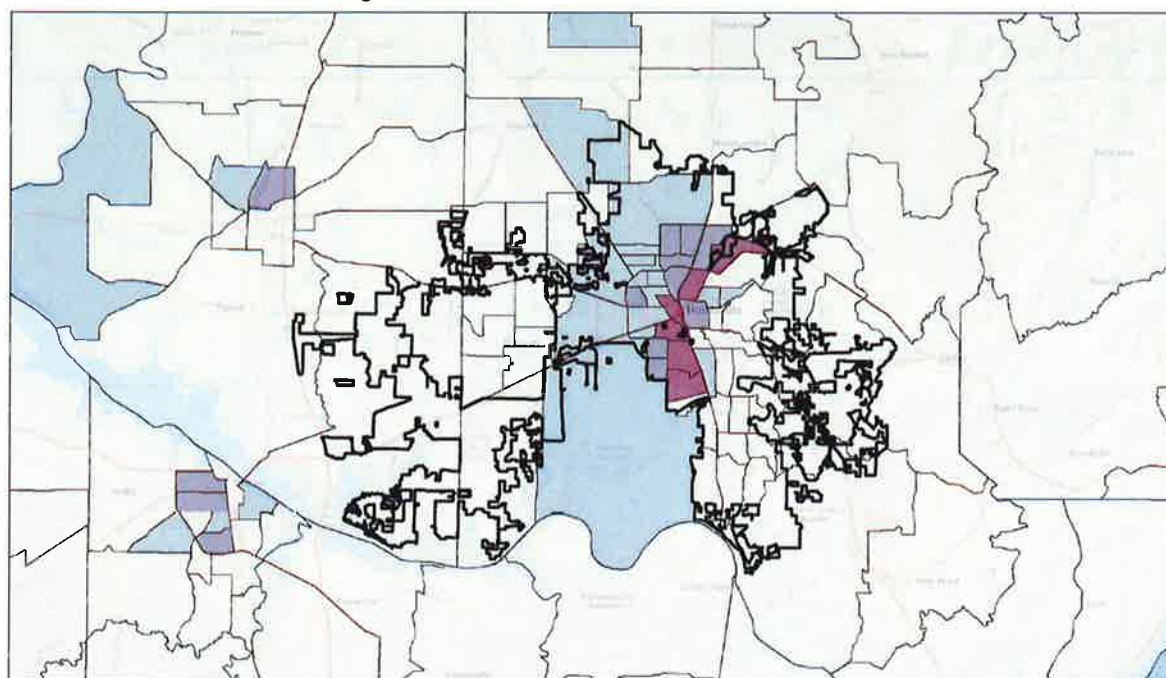
Housing Cost Burden

Housing Cost Burden	<=30%	30-50%	>50%	No / negative income (not computed)
Jurisdiction as a whole	54,790	11,750	10,754	1,285
White	38,435	5,950	4,445	510
Black / African American	11,915	4,694	5,210	530
Asian	1,065	220	285	50
American Indian, Alaska Native	215	75	29	20
Pacific Islander	25	0	10	0
Hispanic	2,015	560	555	120

Data Source: 2011-2015 CHAS

Attachment A: Statement of Housing Needs and Strategies for Addressing Housing Needs

Housing Cost Burden - Huntsville Consolidated Plan



October 15, 2019

 Override 1 HousingCostBurden
 B25106_CB_PCT

0-29.28% Paying>30%

29.28-38.78% Paying>30%

38.78-47.69% Paying>30%

47.69-58.44% Paying>30%

1:402,162

0 3.5 7 14 mi

0 5 10 20 km

Sources: Esri, HERE, DeLorme, Intermap, increment p., NRC, Esri, Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand), NGCC, (c) OpenStreetMap contributors, and the GIS User Community

Housing Needs Summary Table (Households with one of the listed needs)

Housing Needs Summary Table (Households with one of the listed needs)

		Renter					Owner				
		0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
NUMBER OF HOUSEHOLDS and PROBLEMS											
1	Substandard Housing - Lacking complete plumbing or kitchen facilities	275	55	155	15	500	25	15	35	0	75
2	Severely Overcrowded - With >1.51 people per room (and complete kitchen and plumbing)	185	115	80	10	390	10	0	30	10	50
3	Overcrowded - With 1.01-1.5 people per room (and none	330	160	90	30	610	60	45	10	0	115

Attachment A: Statement of Housing Needs and Strategies for Addressing Housing Needs

	of the above problems)										
4	Housing cost burden greater than 50% of income (and none of the above problems)	6,240	795	70	20	7,125	1,730	705	370	39	2,844
	Housing cost burden greater than 30% of income (and none of the above problems)	1,655	3,474	1,305	110	6,544	595	1,325	1,720	380	4,020

Data Source: 2011-2015 CHAS

*The four housing problems are: (1) Lacks complete kitchen facilities, (2) Lacks complete plumbing facilities; (3) More than one person per room: (4) Cost Burden greater than 30%

0%-30% of Area Median Income

Housing Problems	Has one or more of four housing problems
Jurisdiction as a whole	11,105
White	3,960
Black / African American	5,835
Asian	290
American Indian, Alaska Native	29
Pacific Islander	10
Hispanic	720

Data Source: 2011-2015 CHAS

30%-50% of Area Median Income

Housing Problems	Has one or more of four housing problems
Jurisdiction as a whole	6,699
White	2,985
Black / African American	3,029
Asian	75
American Indian, Alaska Native	60
Pacific Islander	0
Hispanic	410

Data Source: 2011-2015 CHAS

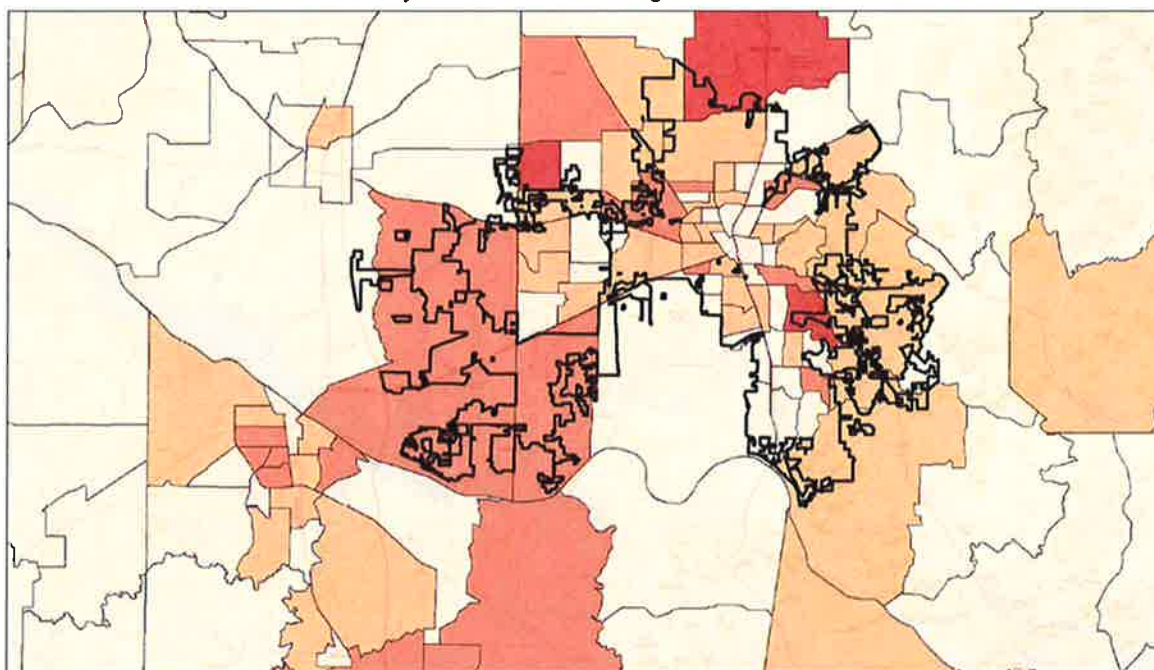
Attachment A: Statement of Housing Needs and Strategies for Addressing Housing Needs

50%-80% of Area Median Income

Housing Problems	Has one or more of four housing problems
Jurisdiction as a whole	3,865
White	2,370
Black / African American	1,055
Asian	160
American Indian, Alaska Native	14
Pacific Islander	0
Hispanic	180

Data Source: 2011-2015 CHAS

Low Income Households With Any of 4 Severe Housing Problems - Huntsville Consolidated Plan



October 15, 2019

Override 1

LIHHWithHousingProblems

T2_LE50_HP2_PCT

0-38.54%

38.54-53.93%

53.93-67.07%

67.07-80.70%

0 3.5 7 14 mi
0 5 10 20 km

1:402,162

USGS The National Map, National Boundaries Dataset, 3DEP Elevation Program, Geographic Names Information System, National Hydrography Dataset, National Land Cover Database, National Structures Dataset, and National Transportation Dataset; USGS Digital Elevation; U.S. Census

Attachment A: Statement of Housing Needs and Strategies for Addressing Housing Needs

Housing Needs of Families on The Waiting List (Public Housing) Huntsville Housing Authority					
CATEGORY	LOW RENT	INCENTIVE SITES	JOHNSON TOWERS	TODD TOWERS	%
<i>Waiting List Total</i>	246	9	24	22	100%
Extremely low income <=30% AMI	212	5	23	22	87%
Very low income (>30% but <=50% AMI)	28	4	1	0	11%
Low income (>50% but <80% AMI)	6	0	0	0	2%
High	0	0	0	0	0%
Families with children	210	9	0	0	70%
Elderly families	10	1	0	26	12%
Families with Disabilities	13	1	24	8	11%
Race/Ethnicity – White	39	2	3	8	17%
Race/Ethnicity – Black	199	7	21	13	80%
Race/Ethnicity – Native American	1	0	0	1	1%
Race/Ethnicity – Other/No Response	7	0	0	0	1%
Race/Ethnicity – Hispanic	8	0	0	1	1%
Characteristics by Bedroom Size					
0BR	0	0	6	0	1%
1BR	29	0	24	22	25%
2BR	107	7	0	0	38%
3BR	83	1	0	0	28%
4BR	22	1	0	0	7%
5BR	5	0	0	0	1%

HOUSING NEEDS OF FAMILIES ON THE WAITING LIST (SECTION 8) HUNTSVILLE HOUSING AUTHORITY		
Category	Section 8	%
Waiting List Total	1879	100%
Extremely Low Income <=30% AMI	1477	78.61
Very Low Income >30% but <=50% AMI	262	13.94
Low Income >50% but <80% AMI	114	6.07
Families with Children	1090	58.01%
Elderly Families	26	1.38%
Families with Disabilities	411	21.87%
Race		
White	161	8.57%
Black	1697	90.31%
Native American	5	.27%
Other	16	.85%
Hispanic	43	2.29%

The Section 8 Waiting List is currently closed. It is anticipated the Waiting List will not be opened in the upcoming fiscal year.

Attachment A: Statement of Housing Needs and Strategies for Addressing Housing Needs

To address the housing needs of the families and individuals living within our jurisdiction and those on the waiting lists, some of the strategies the Huntsville Housing Authority will strive to employ are as follows:

- 1) Continue to actively market our public housing units and the Section 8 program to elderly families, disabled families and all other families
- 2) Continue to actively market our public housing units and the Section 8 program to all race and ethnic groups residing within our jurisdiction and surrounding area
- 3) Continue to make reasonable on-demand accessible modifications as a reasonable accommodation to disabled families in our public housing units
- 4) Apply for Housing Choice Vouchers if NOFAs are posted and it is determined that additional vouchers could be utilized
- 5) Investigate ways to seek alternative funding sources through non-HUD grant opportunities
- 6) Continue to maintain the apartment buildings and grounds and keep them in excellent condition
- 7) Continue to maintain low vacancy rates and turnaround time so that affordable housing remains readily available

Unfortunately, funding and staffing constraints will impact some of the above strategies. HHA will continually work to leverage funding for the above strategies. In addition, HHA will increase its efforts to collaborate and partner with non-profit agencies for public services support for our stakeholders (residents).

ATTACHMENT B: DECONTRATION OF POVERTY & INCOME-MIXING

Attachment B

Deconcentration of Poverty and Income-Mixing [24 CFR 903.1 and 903.2]

HHA's admission policy must be designed to provide for deconcentration of poverty and income-mixing by bringing higher income tenants into lower income projects and lower income tenants into higher income projects. A statement of HHA's deconcentration policies must be included in its annual plan [24 CFR 903.7(b)].

HHA's deconcentration policy must comply with its obligation to meet the income targeting requirement [24 CFR 903.2(c)(5)].

Developments subject to the deconcentration requirement are referred to as 'covered developments' and include general occupancy (family) public housing developments. The following developments are not subject to deconcentration and income mixing requirements: developments operated by HHA with fewer than 100 public housing units; mixed population or developments designated specifically for elderly or disabled families; developments operated by HHA with only one general occupancy development; developments approved for demolition or for conversion to tenant-based public housing; and developments approved for a mixed-finance plan using HOPE VI or public housing funds [24 CFR 903.2(b)].

Steps for Implementation [24 CFR 903.2(c)(1)]

To implement the statutory requirement to deconcentrate poverty and provide for income mixing in covered developments, HHA must comply with the following steps:

Step 1. HHA must determine the average income of all families residing in all HHA's covered developments. HHA may use the median income, instead of average income, provided that HHA includes a written explanation in its annual plan justifying the use of median income.

HHA Policy

HHA will determine the average income of all families in all covered developments on an annual basis.

Step 2. HHA must determine the average income (or median income, if median income was used in Step 1) of all families residing in each covered development. In determining average income for each development, HHA has the option of adjusting its income analysis for unit size in accordance with procedures prescribed by HUD.

HHA Policy

HHA will determine the average income of all families residing in each covered development (not adjusting for unit size) on an annual basis.

Step 3. HHA must then determine whether each of its covered developments falls above, within, or below the established income range (EIR), which is from 85% to 115% of the average family income determined in Step 1. However, the upper limit must never be less than the income at which a family would be defined as an extremely low income family (federal poverty level or 30% of median income, whichever number is higher).

Step 4. HHA with covered developments having average incomes outside the EIR must then determine whether or not these developments are consistent with its local goals and annual plan.

Step 5. Where the income profile for a covered development is not explained or justified in the annual plan submission, HHA must include in its admission policy its specific policy to provide for deconcentration of poverty and income mixing.

Depending on local circumstances HHA's deconcentration policy may include, but is not limited to the following:

- Providing incentives to encourage families to accept units in developments where their income level is needed, including rent incentives, affirmative marketing plans, or added amenities
- Targeting investment and capital improvements toward developments with an average income below the EIR to encourage families with incomes above the EIR to accept units in those developments
- Establishing a preference for admission of working families in developments below the EIR
- Skipping a family on the waiting list to reach another family in an effort to further the goals of deconcentration
- Providing other strategies permitted by statute and determined by HHA in consultation with the residents and the community through the annual plan process to be responsive to local needs and HHA strategic objectives

A family has the sole discretion whether to accept an offer of a unit made under HHA's deconcentration policy. HHA must not take any adverse action toward any eligible family for choosing not to accept an offer of a unit under HHA's deconcentration policy [24 CFR 903.2(c)(4)].

If, at annual review, the average incomes at all general occupancy developments are within the EIR, HHA will be considered to be in compliance with the deconcentration requirement and no further action is required.

HHA Policy

For developments outside the EIR HHA will take the following actions to provide for deconcentration of poverty and income mixing:

Establishing a preference for admission of working families and working singles in developments below the EIR.

ATTACHMENT C: ACOP REVISIONS

Attachment C-ACOP Revisions



**PROPOSED REVISIONS TO THE ADMISSIONS AND CONTINUED OCCUPANCY POLICY FOR THE
HUNTSVILLE HOUSING AUTHORITY
PUBLIC HOUSING PROGRAM**

Proposed Effective Date: January, 2023

A Virtual Public Hearing was held on: Monday, November 14, 2022 at 6:00 p.m. to receive input for the FY2023 Agency Annual Plan, Capital Fund Budget and the Admissions and Continued Occupancy Policy (ACOP) revisions.

Attachment C-ACPO Revisions

2023 Admissions and Continued Occupancy Policy ACOP
List of Changes

PAGES	CHANGE	
Chapter	Subject	Renumbered pages starting with the table of contents
1	Overview of the Program	Updated the mission statement to match the current statement
2-	Fair Housing and Equal Opportunity	Removed sample forms from the documents
3	Eligibility	Removed sample exhibits from the document
6	Income and Rent Determinations	Removed sample exhibit from the document
7	Verifications	Removed sample exhibits from the document
11	Community Service	Removed sample exhibits from the document
12	Transfer Policy	Removed sample exhibits from the document
14	Grievances and Appeals	Removed sample exhibits from the document
16 Glossary	Program Administration	Removed sample exhibits from the document Removed the Glossary

Huntsville Housing Authority**PRELIMINARY****REQUEST FOR BOARD ACTION****Approval of a Revision of the Admissions and Continued Occupancy Policy (ACOP) for Public Housing****December 19, 2022****INTRODUCTION**

Act on resolution approving the revision of the 2023 Admissions and Continued Occupancy Policy (ACOP) for Public Housing.

PURPOSE/OBJECTIVE

Huntsville Housing Authority (HHA), developed the Admissions and Continued Occupancy Policy (ACOP) for housing authority staff to follow in determining eligibility for admission and continued occupancy of public housing. The basic guidelines for this policy are governed by requirements of HUD, with latitude for local policies and procedures. Notwithstanding the above, changes in applicable federal law or regulations shall supersede provisions in conflict with this policy.

Unlike the housing choice voucher program, HUD regulations for public housing do not contain a list of what must be included in the ACOP. However, individual regulations contain requirements of inclusion in the PHA's written policy. At a minimum, the ACOP plan should cover PHA policies on the following subjects:

- The organization of the waiting list and how families are selected and offered available units, including any PHA admission preferences, procedures for removing applicant names from the waiting list, and procedures for closing and reopening the PHA waiting list (Chapters 4 and 5)
- Transfer policies and the circumstances under which a transfer would take precedence over an admission (Chapter 12)
- Standards for determining eligibility, suitability for tenancy, and the size and type of the unit needed (Chapters 3 and 5)
- Procedures for verifying the information the family has provided (Chapter 7)
- The method for achieving deconcentration of poverty and income-mixing of public housing developments (Chapter 4)
- Grievance procedures (Chapter 14)
- Policies concerning payment by a family to the PHA of amounts the family owes the PHA (Chapter 15 and 16)
- Interim redeterminations of family income and composition (Chapter 9)
- Policies regarding community service requirements; (Chapter 11)
- Policies and rules about safety and ownership of pets in public housing (Chapter 10).

HHA is required to revise the ACOP, including eligibility criteria for applicants, waiting lists, unit offers, earned income disallowance, re-examinations, security deposits, community service

Huntsville Housing Authority**PRELIMINARY****RESOLUTION APPROVING REVISION OF THE
ADMISSIONS AND CONTINUED OCCUPANCY POLICY****RESOLUTION NO. 2022-**

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 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.

ADOPTED THIS 19th DAY OF DECEMBER, 2022

SEAL

Leon D. Fountain, Chairman

Attest:

Antonio McGinnis, Sr., Executive Director, CEO

Huntsville Housing Authority

PRELIMINARY

requirements, grievance and more, whenever there is a change in the applicable federal law or regulations.

There were no regulatory or statutory changes required for 2023. However, in order to make the document less cumbersome and easier to navigate, the document was updated to remove forms and exhibits related to daily operations processes. A set of Standard Operating Procedures were developed for all public housing procedures for the staff to use in conjunction with the ACOP.

JUSTIFICATION/DESCRIPTION

HHA is required to adopt an Admissions and Continued Occupancy Policy (ACOP) for housing authority staff to follow in determining eligibility for admission and continued occupancy of public housing. This policy should be revised periodically to provide the latest regulatory and statutory changes, and to enact policies that encourage administrative efficiencies.

ECONOMIC IMPACT

None.

ALTERNATIVES

None.

ATTACHMENTS

The Summary of Proposed Changes for the 2023 ACOP for the Public Housing program.

RECOMMENDATION

The Executive Director/CEO recommends approval of the revised Admissions and Continued Occupancy Policy (ACOP) for the Public Housing program.

Antonio McGinnis, Sr.
Executive Director/CEO

Terry Boyd
Director of Public Housing Operations

Date: _____

Date: _____

Action Taken: _____

ATTACHMENT D: ADMINISTRATIVE PLAN REVISIONS

HUNTSVILLE HOUSING AUTHORITY**REQUEST FOR BOARD ACTION****Act on a Resolution Approving Revisions to the
Administrative Plan for the
Temporary Policy Supplement for the
Emergency Housing Voucher (EHV) Program**

April 18, 2022

INTRODUCTION

Act on a resolution approving a revision to the Administrative Plan for the Temporary Policy Supplement for the Emergency Housing Voucher (EHV) Program, specifically relating to Administrative and Service Fees.

PURPOSE/OBJECTIVE

The purpose of this request is to revise TPS-I.B.—Emergency Housing Voucher Program Administrative and Service Fees. Huntsville Housing Authority (HHA) must revise the current policies in order to maintain continuous compliance as mandated by HUD.

JUSTIFICATION/DESCRIPTION

HHA's adopted Administrative Plan for the Temporary Policy Supplement for the Emergency Housing Voucher (EHV) Program must be revised as needed for compliance. The proposed revisions are as follows:

TPS-I.B. SERVICE FEES

Owner (Landlord) Incentive-HHA will make an incentive payment in the amount of \$1,000 to owners that agree to initially lease their unit to an EHV family and/or renew the lease of an EHV family. Payments will be made as a single payment at the beginning of the assisted lease term (or lease renewal).

Referring Agent/Realtor Incentive-HHA will make incentive payment in the amount of \$250 to referring agent/realtor that assist in full lease up of a unit to an EHV family. Payment will be made as a single payment after the assisted lease term.

Renter's Insurance Incentive-HHA will assist the family with up to \$200 of renter's insurance.

Essential Household Items Incentive-HHA will provide families with gift cards in the amount of \$500 to purchase essential household items. Payment will be made as a single payment after the assisted lease term. HHA will track and report eligible activities. Essential household items include but not limited to tableware, groceries, cooking equipment, beds or bedding, and essential sanitary products such as soap and toiletries. HHA will inform families that gift card activities will be tracked. Noneligible activities will be documented and the family must repay

the funds in accordance with the repayment agreement requirements found in Section 16 of PIH Notice 2018-18.

ECONOMIC IMPACT

HHA will receive fees in addition to ongoing administrative fees to assist in the facilitation and leasing of EHV's. Additional fees include: Preliminary Fees – \$400 will be awarded per allocated EHV; Issuing Fees – HHAs will earn \$100 once the voucher is initially leased; Placement Fees – HHA will be awarded \$500 for each EHV family placed under a HAP contract no later than 4 months after the effective date of the ACC funding increment; Services Fee – For each allocated EHV, HHA will receive \$3,500 that must initially be used for the services fee: Housing search assistance; Tenant fees including security and utility deposit assistance, rental application fees, and holding fees; Owner recruitment and outreach as well as incentive and retention payments; moving expenses, tenant readiness services, essential household items, and renter's insurance if required by the family's lease

ALTERNATIVES

None

ATTACHMENTS

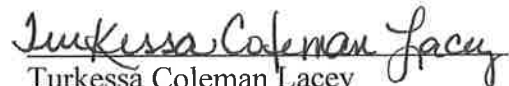
None

RECOMMENDATION

The Executive Director/CEO recommends the approval of the revision to the Administrative Plan for the Temporary Policy Supplement for the Emergency Housing Voucher (EHV) Program



Antonio McGinnis, Sr.
Executive Director/CEO



Turkessa Coleman Lacey
Deputy Executive Director

Date: _____

4/18/22

Date: _____

April 18, 2022

Huntsville Housing Authority**ACT ON A RESOLUTION APPROVING REVISIONS TO THE ADMINISTRATIVE
PLAN FOR THE TEMPORARY POLICY SUPPLEMENT FOR THE EMERGENCY
HOUSING VOUCHER (EHV) PROGRAM****RESOLUTION NO. 2022-15**

WHEREAS, Huntsville Housing Authority (HHA) has adopted an Administrative Plan for the Housing Choice Voucher (HCV) Program; and

WHEREAS, the United States Department of Housing and Urban Development (HUD) has mandated that housing authorities must develop expanded, clear and orderly procedures to govern administration of the Housing Choice Voucher Program; and

WHEREAS, the Administrative Plan states HHA policy on matters for which the HHA has discretion to establish local policies in accordance with HUD requirements; and

WHEREAS, HHA has revised the Housing Choice Voucher Program Administrative Plan for the Emergency Housing Voucher Program in order to comply with policies for the administration of the HCV Program 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 revision to the Housing Choice Voucher Program Administrative Plan and further resolves that the Executive Director/CEO is hereby directed to operate in accordance with the revised plan as adopted.

ADOPTED THIS 18TH DAY OF APRIL 2022

Delmonize Smith

Delmonize Smith, Ph.D., Chairman

SEAL

Attest:

Antonio L. McGinnis

Antonio McGinnis, Sr., Secretary

HUNTSVILLE HOUSING AUTHORITY**REQUEST FOR BOARD ACTION****Approval of Revisions to the
Administrative Plan for the
Housing Choice Voucher Program**

March 21, 2022

INTRODUCTION

Act on a resolution approving revisions to the Administrative Plan for the Housing Choice Voucher (HCV) Program, specifically relating to the Homeownership and Interim Reexaminations.

PURPOSE/OBJECTIVE

The purpose of this request is to revise Part II: Interim Reexaminations (24 CFR 982.516)- Chapter 11-II. B: Changes in Family and Household Composition, Chapter 11-II.C: Changes Affecting Income or Expenses-Family Initiated Interim Reexaminations and Part VII: Homeownership (24 CFR 982.627); Chapter 15-VII.B-Family Eligibility. Huntsville Housing Authority (HHA) must revise the current policies in order to maintain continuous compliance as mandated by HUD.

JUSTIFICATION/DESCRIPTION

HHA's adopted Administrative Plan for HCV Program exist to help staff determine eligibility for admission and continued participation in the program. This plan must be revised as needed for compliance. The proposed revisions are as follows:

Part II: Interim Reexaminations (24 CFR 982.516); Chapter 11-II.B. and II.C.Revised HHA Policy

HHA will conduct interim reexaminations of income and/or family composition at annual reexaminations. HHA will only conduct an interim reexamination if there's a decrease in income.

Part II: Interim Reexaminations (24 CFR 982.516); Chapter 11-II.C: Changes Affecting Income or Expenses-Family Initiated Interim ReexaminationsRevised HHA Policy

HHA will conduct interim reexaminations at annual reexaminations. Families are required to report all increases in earned income, including new employment, during their annual reexamination. HHA will only conduct an interim reexamination if there's a decrease in income. Families are not required to report any other changes in income

Part VII: Homeownership (24 CFR 982.627); Chapter 15-VII.B-Family Eligibility.**Revised HHA Policy**

The family can be a current Family Self-Sufficiency (FSS) program participant or a graduate, an HCV program participant or Public Housing (PH) program participant.

IMPACT

The impact of streamlining the Interim Reexamination process includes the decrease in administrative practices, which reduces administrative cost.

The impact of expanding homeownership opportunities for all of HHA's families include the principal that Homeownership provides a family with a stable environment to live and raise their children; Homeownership increases a family's stake in the community. When a family owns their own home, they build equity and accumulate wealth, which helps the family live their dream of homeownership and improves the economy by increasing the family's purchasing power.

ALTERNATIVES

None

ATTACHMENTS

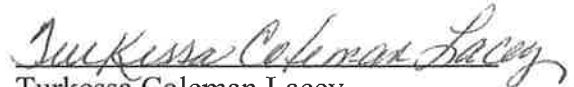
None

RECOMMENDATION

The Executive Director/CEO recommends the approval of the revision to the Administrative Plan for the Housing Choice Voucher Program.



Antonio McGinnis, Sr.
Executive Director/CEO



Turkessa Coleman Lacey
Deputy Executive Director

Date: 3/21/22

Date: 3-15-2022

Huntsville Housing Authority**APPROVAL OF REVISIONS TO THE
ADMINISTRATIVE PLAN
FOR THE HOUSING CHOICE VOUCHER PROGRAM****RESOLUTION NO. 2022-10**

WHEREAS, Huntsville Housing Authority (HHA) has adopted an Administrative Plan for the Housing Choice Voucher (HCV) Program; and

WHEREAS, the United States Department of Housing and Urban Development (HUD) has mandated that housing authorities must develop expanded, clear and orderly procedures to govern administration of the Housing Choice Voucher Program; and

WHEREAS, the Administrative Plan states HHA policy on matters for which the HHA has discretion to establish local policies in accordance with HUD requirements; and

WHEREAS, HHA has revised the Housing Choice Voucher Program Administrative Plan in order to comply with policies for the administration of the HCV Program 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 revision to the Housing Choice Voucher Program Administrative Plan and further resolves that the Executive Director/CEO is hereby directed to operate in accordance with the revised plan as adopted.

ADOPTED THIS 21st DAY OF MARCH, 2022



Delmonize Smith

Dr. Delmonize Smith, Chairman

SEAL

Attest:

Antonio L. McGinnis

Antonio McGinnis, Sr., Executive Director/CEO

ATTACHMENT E: DEFINITION OF “SUBSTANTIAL DEVIATION” & “SIGNIFICANT AMENDMENT OR MODIFICATION”

Attachment E-Definition of “Substantial Deviation” and “Significant Amendment or Modification”

In accordance with HUD regulations in 24 CFR 903.7 (r) and 24 CFR 905.3, HHA has defined below the basic criteria that will be used for determining (1) substantial deviation from its 5 Year Plan; (2) significant amendment or modification to the 5 Year and Annual PHA Plans; and (3) significant amendment or modification to the Capital Fund Program (CFP) 5-Year Action Plan. Prior to implementing changes that meet such criteria, HHA will submit for HUD’s approval, a revised Plan that meet full public process requirements including Resident Advisory Board review and consultation.

HHA’s criteria, as defined below, is applicable to all CFP components including: Capital Fund grants; Replacement Housing Factor (RHF) grants; Disaster Grants; Capital Fund Financing Program (CFFP) allocations; as well as any new or future formula components such as Demolition and Disposition Transitional Funding (DDRF).

- 1) Criteria for defining “Substantial Deviation” from the 5 Year Plan:
 - a. A major change in the direction of HHA pertaining to its mission and goals would constitute a substantial deviation from the Agency’s 5 Year Plan
 - b. Examples include the undertaking of new program activities, development strategies, or financing initiatives that do not otherwise further HHA’s stated mission and goals as articulated in the 5 Year Plan
- 2) Criteria for defining “Significant Amendment or Modification” to the 5 Year and Annual PHA Plans:
 - a. Substantial changes to demolition, disposition, designated housing, homeownership, or conversion activities identified in the HUD approved Annual or 5 Year Plans
- 3) Criteria for defining “Significant Amendment or Modification to the Capital Fund Program (CFP) 5 Year Action Plan:
 - a. Proposed demolition, disposition, homeownership, Capital Fund financing, development, or mixed finance proposal are considered significant amendments to the CFP 5 Year Action Plan
 - b. Additions of non-emergency work items not included in the current CFP Annual Statement or CFP 5 Year Action Plan that exceed 20% of the relevant annual budget year
- 4) Exceptions:
 - a. Changes under the above definitions that are required due to HUD regulations, federal statutes, state or local laws/ordinances, or as a result of a declared national or local emergency will not be considered substantial deviation or significant amendment/modification
 - b. Changes under the above definitions which are funded by any source other than federal funds will not require Plan amendment or modification

ATTACHMENT F: NEW ACTIVITIES

Attachment F-New Activities

CNI or mixed-finance modernization or development

HHA may apply for CNI and/or mixed-finance development at Butler Terrace (AL047000002 with 120 units), Butler Terrace Addition (AL047000004 with 134 units), Brookside (AL047000051 with 72 units), Lincoln Park (AL047000052 with 135 units), Northwoods (AL047000006 with 235 units), Northwoods Addition (047000007 with 212 units), Johnson Towers (AL047000008 with 120 units), Searcy Homes (AL047000010 with 78 units), Sparkman Homes (AL047000003 with 165 units), Scattered Sites (AL000016 with 127 units), Todd Towers (AL047000011 with 100 units) and L.R. Patton Apartments (AL047000014 with 110 units). Because development is contingent on available funding, an accurate timetable is not available at this time.

Demolition and/or Disposition

HHA may apply for full or partial demolition and/or disposition approval at Butler Terrace (AL047000002 with 120 units), Butler Terrace Addition (AL047000004 with 134 units), Brookside (AL047000051 with 72 units), Lincoln Park (AL047000052 with 135 units), Northwoods (AL047000006 with 235 units), Northwoods Addition (047000007 with 212 units), Johnson Towers (AL047000008 with 120 units), Todd Towers (AL047000011 with 100 units), Scattered Sites (AL000016 with 127 units), Searcy Homes (AL047000010 with 78 units), Sparkman Homes (AL047000003 with 165 units), L.R. Patton Apartments (AL047000014 with 110 units) and/or Gateway Place (AL047000060 with 48 units). Because development is contingent on available funding, an accurate timetable is not available at this time.

Conversion of Public Housing to Tenant Based Assistance

HHA may engage in the process of voluntarily converting Butler Terrace (AL047000002 with 120 units), Butler Terrace Addition (AL047000004 with 134 units), Brookside (AL047000051 with 72 units), Lincoln Park (AL047000052 with 135 units), Northwoods (AL047000006 with 235 units), Northwoods Addition (047000007 with 212 units), Johnson Towers (AL047000008 with 120 units), Todd Towers (AL047000011 with 100 units), Searcy Homes (AL047000010 with 78 units), Sparkman Homes (AL047000003 with 165 units), Scattered Sites (AL000016 with 127 units) and L.R. Patton Apartments (AL047000014 with 110 units) to tenant-based assistance. HHA is a high performing agency and will follow the regulations governing voluntary conversion for such agencies.

Conversion of Public Housing to Project-Based Assistance under RAD

HHA will investigate the feasibility of implementing RAD at Butler Terrace (AL047000002 with 120 units), Butler Terrace Addition (AL047000004 with 134 units), Brookside (AL047000051 with 72 units), Lincoln Park (AL047000052 with 135 units), Northwoods (AL047000006 with 235 units), Northwoods Addition (047000007 with 212 units), Johnson Towers (AL047000008 with 120 units), Todd Towers (AL047000011 with 100 units), Searcy Homes (AL047000010 with 78 units), Sparkman Homes (AL047000003 with 165 units), Scattered Sites (AL000016 with 127 units), and L.R. Patton Apartments (AL047000014 with 110 units).

Project-based Vouchers

HHA currently administers 40 PBV at Stoneridge Villas Phase I. HHA is considering the use of project-based vouchers in the future to further HHA's mission of providing decent, safe and sanitary housing at Stoneridge Villas Phase II (65 units) on Balch Road in Madison, Alabama and with Elmington Capital (49 units) on Old Monrovia Drive in Huntsville, Alabama. Other Capital Grant Programs HHA will apply for grants as HUD makes them available and it is determined that we meet the criteria for award.

Other Capital Grant Programs

HHA will apply for grants as HUD makes them available and it is determined that we meet the criteria for award.

ATTACHMENT G: PUBLIC HEARING & RESIDENT ADVISORY BOARD DOCUMENTATION



VIRTUAL PUBLIC HEARING

Monday, November 14, 2022
6:00 p.m.

<https://tinyurl.com/hha-Actionplan>

AGENDA

CALL TO ORDER

- FY2023 HHA Annual Agency Plan

Turkessa Coleman Lacey,
Deputy Executive Director

- FY2023 Capital Fund Plan

Mike Norment
Development/Maintenance Manager

- FY2023 Admissions and Continued
Occupancy Policy (ACOP)-Revisions

Terry Boyd,
Director of Public Housing Operations

PUBLIC COMMENTS:

- 200 Washington St., P.O Box 486, Huntsville, AL 35804-0486
- tcoleman@hsvha.org

ADJOURN



The Huntsville Times

LEGAL AFFIDAVIT

AD#: 0010495023

Total

\$777.00

State of Alabama,) ss

County of Madison)

Catherine Copas being duly sworn, deposes that he/she is principal clerk of Alabama Media Group; that The Huntsville Times is a public newspaper published in the city of Huntsville, with general circulation in Madison County, and this notice is an accurate and true copy of this notice as printed in said newspaper, was printed and published in the regular edition and issue of said newspaper on the following date(s):

The Huntsville Times 11/04/2022

Principal Clerk of the Publisher

Sworn to and subscribed before me this 7th day of November 2022

Notary Public



NOTICE OF PUBLIC HEARING HUNTSVILLE HOUSING AUTHORITY (HHA)

HHA will hold a Virtual Public Hearing on Monday, November 14, 2022 at 6:00 p.m. to receive input for the ***FY2023 Agency Annual Plan, Capital Fund Budget and the Admissions and Continued Occupancy Policy (ACOP)***. The listed plans are in accordance with the Quality Housing Act of 1998. Draft plans can be viewed on HHA's website (www.hsvha.org) and at the following location: HHA's Administrative Office, 200 Washington St., Huntsville, AL 35801.

Submit comments to Turkessa Coleman Lacey, Huntsville Housing Authority, 200 Washington St., Huntsville, AL 35801 or tcoleman@hsvha.org. Deadline for comments is December 13, 2022. For more information regarding this public notice or to request special accommodations, please call (256) 532-5623. Hearing or speech impaired residents are encouraged to use the TDD line at 1-800-545-1833, ext. 903 for requests. To connect to the Public Hearing on Monday, November 14, 2022 at 6:00 p.m., please use the following link:

<https://tinyurl.com/hha-Actionplan>



Huntsville Times: November 4, 2022

Foundation Honors Nell Lane Bradford for "A Century

The Dr. Henry Bradford, Jr., and Mrs. Nell Lane

of Service & Culture", A Tribute to Mrs. Nell Lane Bradford, on Thursday, October 22, 2022 at 11:30 a.m. at the venerable Ledges Ballroom.

The Bradford Foundation, Inc., luncheon took place in part to

Bradford Foundation, Incorporated held its 5th

thank and to recognize the charitable and corporate donations,

and to award scholarships to academically excellent students attending the historic Alabama Agricultural

annual scholarship foundation event, "A Century

and Mechanical University (AAMU) located at Nor-



namesake, Mrs. Nell Lane Bradford, (who turned 100 years old on May 19, 2022), as well as providing such service to AAMU and the Huntsville community.

In addition, the event feted Mrs. Bradford for the exquisite, inimitable culture and polish that she epitomized throughout

her life.

The Bradford Foundation, Inc., trustee board members presented a fashion show, The Grande Dame Fashion Decades, 1922 - 2022, which showcased fashions for each decade of the past 100 years.

The board members

displayed fashionable ery and sartorial splen as the talented Dr. Reginald Jackson regaled t audience with his smc saxophone and dulcet mastery of music, whi guests dined on the su tuous food prepared b Ledges culinary staff.

Additionally, Mr. V liam Hampton of Hun ville Revisited provide a display of artifacts a historical pieces from last 100 years.

The luncheon culminated with the present of \$1,500 scholarships Mr. Chance Shell and Arianna Tibbs, memb of the AAMU Marchi Band. Both recipients excellent grade point a ages!

Finally, Dr. Henry I

NOTICE OF PUBLIC HEARING HUNTSVILLE HOUSING AUTHORITY (HHA)

HHA will hold a Virtual Public Hearing on Monday, November 14, 2022 at 6:00 p.m. to receive input for the FY2023 Agency Annual Plan, Capital Fund Budget and the Admissions and Continued Occupancy Policy (ACOP). The listed plans are in accordance with the Quality Housing Act of 1998. Draft plans can be viewed on HHA's website (www.hsvha.org) and at the following location: HHA's Administrative Office, 200 Washington St., Huntsville, AL 35801.

Submit comments to Turkessa Coleman Lacey, Huntsville Housing Authority, 200 Washington St., Huntsville, AL 35801 or tcoleman@hsvha.org. Deadline for comments is December 13, 2022. For more information regarding this public notice or to request special accommodations, please call (256) 532-5623. Hearing or speech impaired residents are encouraged to use the TDD line at 1-800-545-1833, ext. 903 for requests. To connect to the Public Hearing on Monday, November 14, 2022 at 6:00 p.m., please use the following link:

<https://tinyurl.com/hha-Actionplan>



3101 Burritt Drive • Huntsville, Alabama
www.burrittonthemountain.com
 OPEN: April - October: Tuesday - Saturday: 9 am - 5 pm
 November - March: Tuesday - Saturday: 10 am - 4 pm

**Resident Council Recruitment
Resident Advisory Board**

October 27, 2022

11:00am

AGENDA

Welcome

Ms. Dee, RAB President

Invocation

Sallie Newton, Chaplain

Approval of Minutes

Misty Chandler, RAB Secretary

Guest

Special Guest Acknowledgments:

Mike Norment, Development/Maintenance Manager:
(5-Year Plan & 2023 Annual Action Plan)

Tsha Buycks, Village of Promise

Resident Council Site Updates

- All councils report

Closing Invocation

Sallie Newton, Chaplain

Meeting Adjourned

MEETING SIGN-IN SHEET

Meeting: RAB Meeting

Meeting Date: October 27, 2022

Facilitator:

Place/Room: Seminole Service Center

Name
(Please Print)

Phone

E-Mail

DANA GILLIS

256-536-8052 DANA@VILLAGEOF-PRUMIS.ORG

RITA LANGFORD

(256) 819-7988

Michelle Nahasi

(256) 429-0440 Kfam7000@gmail.com

Misty Chandler

Joe Adams

Roshana Hindsey

Doris Davis

Orlando Clay

Shirley Wiggins

Paulette Grant

Claudette Patten

Shandora Moore

"Ms. Dee" Donna Johnson

Sallie Cannon

Sally Newton

Robert Collier

Deborah Stokes



HUNTSVILLE HOUSING AUTHORITY

SIGN IN SHEET

OCTOBER 27, 2022

RAD MEETING

PRINTED NAME	NAME OF APARTMENT BUILDING
Example: Lila King	Todd Towers
DORIS DAVIS	Johnson Tower B
Claudette Patton	Lincoln
SHANDORA MOORE	Lincoln Park
Misty Chandler	Johnson Towers
Joe Adams	Johnson Towers
Shirley Wiggins	Brookside
Paulette Grant	Brookside
Lacie Cannon	Northwoods
Debra Stokes	Northwood
Sallie Newton	Northwood
Bob Colm	Northwood
Rashana Lindsey	Johnson Towers.
Orlando Long	Brookside on B,
Michelle Kelem	Northwoods Community
Johnson Ms Dee	Northwoods

70

ATTACHMENT H: CHALLENGED ELEMENTS

Attachment H-Challenged Elements

No elements of the Annual Plan were challenged.

ATTACHMENT I: CAPITAL FUND PROGRAM-FIVE YEAR ACTION PLAN (DRAFT)

Capital Fund Program - Five-Year Action Plan

Status: Draft Approval Date: Approved By:

Part I: Summary							
PHA Name :		The Housing Authority of the City of Huntsville		Locality (City/County & State)			
PHA Number:		AL047		<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revised 5-Year Plan (Revision No:)			
A.	Development Number and Name	Work Statement for Year 1 2023	Work Statement for Year 2 2024	Work Statement for Year 3 2025	Work Statement for Year 4 2026	Work Statement for Year 5 2027	
	AUTHORITY -WIDE	\$2,331,857.00	\$2,331,856.94	\$2,431,857.00	\$2,331,856.94	\$1,627,356.10	
	NORTHWOODS (AL047000006)	\$839,376.00	\$2,621,741.06	\$891,003.00	\$1,145,938.00	\$500,000.00	
	JOHNSON TOWERS (AL047000008)	\$30,000.00					
	LINCOLN (AL047000052)	\$201,000.00		\$1,060,938.00			
	SEARCY HOMES (AL047000010)	\$175,000.00	\$142,000.00	\$410,000.00		\$3,356,441.90	
	SCATTERED SITES (AL047000016)	\$350,000.00	\$283,800.00				
	BROOKSIDE (AL047000051)	\$658,565.00		\$525,000.00	\$351,003.06		
	STONE MANOR (AL047000019)	\$373,000.00					
	TODD TOWERS (AL047000011)	\$475,000.00		\$275,000.00			
	L.R. PATTON APTS. (AL047000014)	\$80,000.00				\$110,000.00	

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
2577-0274
02/28/2022

Capital Fund Program - Five-Year Action Plan

Status: Draft Approval Date: Approved By:

Part I: Summary						
PHA Name : The Housing Authority of the City of Huntsville		Locality (City/County & State) <input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revised 5-Year Plan (Revision No:)				
PHA Number: AL047						
A.	Development Number and Name	Work Statement for Year 1 2023	Work Statement for Year 2 2024	Work Statement for Year 3 2025	Work Statement for Year 4 2026	Work Statement for Year 5 2027
	BUTLER TERRACE (AL047000002)	\$80,000.00	\$214,400.00		\$1,765,000.00	

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		1	2023	
Identifier	Development Number/Name	General Description of Major Work Categories		Estimated Cost
	AUTHORITY-WIDE (NAWASD)			\$2,331,857.00
ID0004	Operations(Operations (1406))	Operations--25% of Fiscal Year Capital Fund as permitted by 2020 CFP Processing Guidance.		\$1,086,965.00
ID0009	Management Improvements(Management Improvement (1408)-Staff Training)	Staff training in PHA operations and procedures. Improvements to PHA management, financial and accounting control systems.		\$30,000.00
ID0014	Administration/Administration (1410)-Salaries)	Salaries for Director of Real Estate Development, Facilities Manager/Capital Fund Coordinator.		\$434,786.00
ID0019	Fees and Costs(Contract Administration (1480)-Other Fees and Costs,Contract Administration (1480)-Audit)	Audit of CFP and legal/professional fees related to development, procurement and litigation all relative to CFP.		\$75,000.00
ID0024	Development(Dwelling Unit-Development (1480)-New Construction,Dwelling Unit-Development (1480)-Other,Dwelling Unit-Development (1480)-Site Acquisition)	Development related activities--architects, engineers, attorneys, environmental reviews, pre-development costs for planning tax credit application, physical needs assessment		\$100,000.00
ID0029	CFPP Debt Service(Bond Debt Obligation (9001))	Repayment of CFPP Debt Obligation.		\$605,106.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		1	2023	
Identifier	Development Number/Name	General Description of Major Work Categories		Estimated Cost
	NORTHWOODS (AL047000006)			\$839,376.00
ID0074	HVAC(Dwelling Unit-Interior (1480)-Mechanical)	Purchase and installation of 144 HVAC units at Northwoods,		\$259,375.94
ID0136	Radon Mitigation(Dwelling Unit-Exterior (1480)-Building Slab)	Install fans into slabs of buildings		\$580,000.06
	JOHNSON TOWERS (AL047000008)			\$30,000.00
ID0094	Radon Mitigation(Dwelling Unit-Site Work (1480)-Sewer Lines - Mains)	Installation of fans into slab of buildings		\$30,000.00
	LINCOLN (AL047000052)			\$201,000.00
ID0101	Interior Doors(Dwelling Unit-Interior (1480)-Interior Doors)	Replacement of 860 interior doors at Lincoln Park		\$1,000.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (\$)				
Work Statement for Year		1	2023	
Identifier	Development Number/Name	General Description of Major Work Categories		Estimated Cost
ID0143	Radon Mitigation(Dwelling Unit-Exterior (1480)-Building Slab)	Installation of fans into slab of buildings		\$200,000.00
	SEARCY HOMES (AL047000010)			\$175,000.00
ID0102	Ranges(Dwelling Unit-Interior (1480)-Appliances)	Purchase and replacement of 78 ranges		\$40,000.00
ID0103	Refrigerators(Dwelling Unit-Interior (1480)-Appliances)	Purchase and installation of 78 refrigerators at Searcy Homes.		\$40,000.00
ID0137	Radon Mitigation(Dwelling Unit-Exterior (1480)-Building Slab)	Installation of fans into slab of buildings		\$95,000.00
	SCATTERED SITES (AL047000016)			\$350,000.00
ID0104	HVAC(Dwelling Unit-Interior (1480)-Mechanical)	Replacement of 23 HVAC systems at our scattered sites.		\$230,000.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		1	2023	
Identifier	Development Number/Name	General Description of Major Work Categories		Estimated Cost
ID0140	Radon Mitigation(Dwelling Unit-Exterior (1480)-Building Slab)	Installation of fans into slab of buildings		\$120,000.00
	BROOKSIDE (AL047000051)			\$658,565.00
ID0105	Windows(Dwelling Unit-Exterior (1480)-Windows)	Replacement of 485 windows at Brookside.		\$308,065.00
ID0106	Bathub/Shower Surrounds(Dwelling Unit-Interior (1480)-Tubs and Showers)	Replacement and installation of 72 new bathtub/shower surrounds at Brookside		\$170,000.00
ID0107	Storm Doors(Dwelling Unit-Exterior (1480)-Exterior Doors)	Replacement of 144 storm doors at Brookside.		\$50,400.00
ID0108	Toilets(Dwelling Unit-Interior (1480)-Commodes)	Replacement and installation of 72 toilets at Brookside.		\$25,000.00
ID0109	Water Isolation Valves(Dwelling Unit-Site Work (1480)-Water Lines/Mains)	Installation of water isolation valves for each unit.		\$15,100.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		1	2023	
Identifier	Development Number/Name	General Description of Major Work Categories		Estimated Cost
ID0142	Radon Mitigation(Dwelling Unit-Exterior (1480)-Building Slab)	Installation of fans into slab of buildings		\$90,000.00
	STONE MANOR (AL047000019)			\$373,000.00
ID0110	Bathtub/Shower Surrounds(Dwelling Unit-Interior (1480)-Tubs and Showers)	Replacement and installation of 50 new bathtub/shower surrounds at Stone Manor		\$153,000.00
ID0145	Radon Mitigation(Dwelling Unit-Interior (1480)-Mechanical)	Install radon fan systems in effected units		\$220,000.00
	TODD TOWERS (AL047000011)			\$475,000.00
ID0138	Radon Mitigation(Dwelling Unit-Exterior (1480)-Building Slab)	Installation of fans into slab of buildings		\$25,000.00
ID0144	Elevators(Non-Dwelling Construction - Mechanical (1480)-Elevator)	Refurbish existing elevators at Todd Towers		\$450,000.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		1	2023	
Identifier	Development Number/Name	General Description of Major Work Categories		Estimated Cost
	L.R. PATTON APTS. (AL047000014)			\$80,000.00
ID0139	Radon Mitigation(Dwelling Unit-Exterior (1480)-Building Slab)	Installation of fans into slab of buildings		\$80,000.00
	BUTLER TERRACE (AL047000002)			\$80,000.00
ID0141	Radon Mitigation(Dwelling Unit-Exterior (1480)-Building Slab)	Installation of fans into slab of buildings		\$80,000.00
	Subtotal of Estimated Cost			\$5,593,798.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		2	2024	
Identifier	Development Number/Name	General Description of Major Work Categories		Estimated Cost
	AUTHORITY-WIDE (NAWASD)			\$2,331,856.94
ID0005	Operations(Operations (1406))	Operations--25% of Fiscal Year Capital Fund as permitted by 2020 CFP Processing Guidance.		\$1,086,965.00
ID0010	Management Improvements(Management Improvement (1408)-Staff Training)	Staff training in PHA operations and procedures. Improvements to PHA management, financial and accounting control systems.		\$30,000.00
ID0015	Administration/Administration (1410)-Salaries)	Salaries for Director of Real Estate Development, Facilities Manager/Capital Fund Coordinator.		\$434,786.00
ID0020	Fees and Costs(Contract Administration (1480)-Audit,Contract Administration (1480)-Other Fees and Costs)	Audit of CFP and legal/professional fees related to development, procurement and litigation all relative to CFP.		\$75,000.00
ID0025	Development(Dwelling Unit-Development (1480)-New Construction,Dwelling Unit-Development (1480)-Other,Dwelling Unit-Development (1480)-Site Acquisition)	Development related activities--architects, engineers, attorneys, environmental reviews, pre-development costs for planning tax credit application, physical needs assessment		\$100,000.00
ID0030	CFPP Debt Service(Bond Debt Obligation (9001))	Repayment of CFPP Debt Obligation.		\$605,105.94

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		2	2024	
Identifier	Development Number/Name	General Description of Major Work Categories		Estimated Cost
	SEARCY HOMES (AL047000010)			\$142,000.00
ID0080	Security Storm Doors(Dwelling Unit-Exterior (1480)-Exterior Doors)	Installation of 156 security storm doors at Searcy Homes.		\$70,200.00
ID0081	Roofs(Non-Dwelling Exterior (1480)-Roofs)	Replacement 1 office roof at Searcy Homes.		\$25,000.00
ID0082	Exhaust Fans(Dwelling Unit-Interior (1480)-Mechanical)	Purchase and installation of 78 bathroom exhaust fans at Searcy Homes.		\$46,800.00
	SCATTERED SITES (AL047000016)			\$283,800.00
ID0083	Tub/Shower Surrounds(Dwelling Unit-Interior (1480)-Tubs and Showers)	Installation of 26 new tub surrounds at Scattered sites, Meadow Hills houses.		\$153,800.00
ID0084	Kitchen Flooring(Dwelling Unit-Interior (1480)-Flooring (non routine))	Installation of new kitchen flooring in 26 units at our Meadows Hills homes/scattered sites.		\$15,600.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 2		2024		
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0085	Bathroom Flooring(Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Flooring (non routine))	Installation of new bathroom flooring in 26 units at our Meadows Hills homes/scattered sites.		\$10,400.00
ID0086	Windows(Dwelling Unit-Exterior (1480)-Windows)	Purchase and installation of 260 new windows at our Meadow Hills Scattered Sites Homes.		\$104,000.00
	NORTHWOODS (AL047000006)			\$2,621,741.06
ID0088	Windows(Dwelling Unit-Exterior (1480)-Windows)	Purchase and installation of 1715 new windows at Northwoods.		\$580,300.06
ID0146	Roofing(Dwelling Unit-Exterior (1480)-Roofs)	re-roofing of buildings in Northwoods		\$2,041,441.00
	BUTLER TERRACE (AL047000002)			\$214,400.00
ID0111	GFI Outlets(Dwelling Unit-Interior (1480)-Electrical)	Installation of 134 GFI outlets in the kitchens at Butler Terrace.		\$42,000.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		2	2024	
Identifier	Development Number/Name	General Description of Major Work Categories		Estimated Cost
ID0112	Metal Entry Doors(Dwelling Unit-Exterior (1480)-Exterior Doors)	Purchase and Installation of 268 metal entry doors at Butler Terrace.		\$86,400.00
ID0113	Electrical Circuits(Dwelling Unit-Interior (1480)-Electrical)	Installation of electrical circuits for 134 kitchens.		\$35,000.00
ID0114	Electric Ranges(Dwelling Unit-Interior (1480)-Appliances)	Purchase and installation of 134 electric ranges at Butler Terrace.		\$51,000.00
	Subtotal of Estimated Cost			\$5,593,798.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		3	2025	
Identifier	Development Number/Name	General Description of Major Work Categories		Estimated Cost
	AUTHORITY-WIDE (NAWASD)			\$2,431,857.00
ID0115	Operations(Operations (1406))	Operations--25% of Fiscal Year Capital Fund as permitted by 2020 CFP Processing Guidance.		\$1,086,965.00
ID0116	Management Improvements(Management Improvement (1408)-Staff Training)	Staff training in PHA operations and procedures. Improvements to PHA management, financial and accounting control systems.		\$30,000.00
ID0117	Administration(Administration (1410)-Salaries)	Salaries for Director of Real Estate Development, Facilities Manager/Capital Fund Coordinator.		\$434,786.00
ID0118	Fees and Costs(Contract Administration (1480)-Audit,Contract Administration (1480)-Other Fees and Costs)	Audit of CFP and legal/professional fees related to development, procurement and litigation all relative to CFP.		\$175,000.00
ID0119	Development(Dwelling Unit-Development (1480)-New Construction,Dwelling Unit-Development (1480)-Other,Dwelling Unit-Development (1480)-Site Acquisition)	Development related activities--architects, engineers, attorneys, environmental reviews, pre-development costs for planning tax credit application, physical needs assessment		\$100,000.00
ID0120	CFPP Debt Service(Bond Debt Obligation (9001))	Repayment of CFPP Debt Obligation.		\$605,106.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		3	2025	
Identifier	Development Number/Name	General Description of Major Work Categories		Estimated Cost
	BROOKSIDE (AL047000051)			\$525,000.00
ID0121	Roofs(Dwelling Unit-Exterior (1480)-Roofs)	Replacement/repair of 36 roofs at Brookside.		\$525,000.00
	SEARCY HOMES (AL047000010)			\$410,000.00
ID0122	Roofs(Dwelling Unit-Exterior (1480)-Roofs)	Replacement/repair of 39 roofs at Searcy Homes.		\$410,000.00
	TODD TOWERS (AL047000011)			\$275,000.00
ID0123	Roofs(Dwelling Unit-Exterior (1480)-Roofs)	Replacement/repair of 1 roof at Todd Towers.		\$275,000.00
	NORTHWOODS (AL047000006)			\$891,003.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		3	2025	
Identifier	Development Number/Name	General Description of Major Work Categories		Estimated Cost
ID0124	Ceiling Repairs(Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Other)	Repairs of plaster ceilings in Northwoods		\$741,003.00
ID0158	Relocation(Contract Administration (1480)-Relocation)	Relocate Residents in Northwoods for Ceiling repairs		\$150,000.00
	LINCOLN (AL047000052)			\$1,060,938.00
ID0147	Alley Improvements(Non-Dwelling Site Work (1480)-Asphalt - Concrete - Paving, Non-Dwelling Site Work (1480)-Curb and Gutter)	Repave alleys and expand alley entrances		\$1,060,938.00
	Subtotal of Estimated Cost			\$5,593,798.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (\$)				
Work Statement for Year		4	2026	
Identifier	Development Number/Name	General Description of Major Work Categories		Estimated Cost
	AUTHORITY-WIDE (NAWASD)			\$2,331,856.94
ID0127	Operations(Operations (1406))	Operations--25% of Fiscal Year Capital Fund as permitted by 2022 CFP Processing Guidance.		\$1,086,965.00
ID0128	Management Improvements(Management Improvement (1408)-Staff Training)	Staff training in PHA operations and procedures. Improvements to PHA management, financial and accounting control systems.		\$30,000.00
ID0129	Administrator(Administration (1410)-Salaries)	Salaries for Director of Real Estate Development, Facilities Manager/Capital Fund Coordinator.		\$434,786.00
ID0130	Fees and Costs(Contract Administration (1480)-Audit,Contract Administration (1480)-Other,Contract Administration (1480)-Other Fees and Costs)	Audit of CFP and legal/professional fees related to development, procurement and litigation all relative to CFP.		\$175,000.00
ID0131	CFPP Debt Service(Bond Debt Obligation (9001))	Repayment of CFPP Debt Obligation.		\$605,105.94
	BUTLER TERRACE (AL047000002)			\$1,765,000.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		4	2026	
Identifier	Development Number/Name	General Description of Major Work Categories		Estimated Cost
ID0132	Bathroom Renovation(Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Plumbing,Dwelling Unit-Interior (1480)-Tubs and Showers)	New tub surround, valves, Flooring,		\$1,440,000.00
ID0133	Site Security Lighting(Non-Dwelling Exterior (1480)-Lighting)	Site Lighting		\$150,000.00
ID0134	Ally Improvements(Non-Dwelling Site Work (1480)-Asphalt - Concrete - Paving,Non-Dwelling Site Work (1480)-Curb and Gutter)	Widen/repave allyways		\$175,000.00
	BROOKSIDE (AL047000051)			\$351,003.06
ID0135	Sewer Line Replacement(Dwelling Unit-Site Work (1480)-Sewer Lines - Mains)	Replace sewer laterals from dwelling units to the mains		\$351,003.06
	NORTHWOODS (AL047000006)			\$1,145,938.00
ID0148	Alley Improvements(Non-Dwelling Site Work (1480)-Asphalt - Concrete - Paving,Non-Dwelling Site Work (1480)-Curb and Gutter)	Repave alleys and expand alley entrances		\$1,145,938.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		4	2026	
Identifier	Development Number/Name	General Description of Major Work Categories		Estimated Cost
	Subtotal of Estimated Cost			\$5,593,798.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		5	2027	
Identifier	Development Number/Name	General Description of Major Work Categories		Estimated Cost
	NORTHWOODS (AL047000006)			\$500,000.00
ID0149	Fencing and Landscaping (Non-Dwelling Site Work (1480)-Fencing, Non-Dwelling Site Work (1480)-Landscaping, Non-Dwelling Site Work (1480)-Lighting)	Landscaping and add fencing		\$500,000.00
	SEARCY HOMES (AL047000010)			\$3,356,441.90
ID0150	Modernization of Searcy Homes (Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks, Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical), Dwelling Unit-Interior (1480)-Flooring (non routine), Dwelling Unit-Interior (1480)-Commodities, Dwelling Unit-Interior (1480)-Interior Painting (non routine), Dwelling Unit-Interior (1480)-Kitchen Cabinets, Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets, Dwelling Unit-Interior (1480)-Plumbing, Dwelling Unit-Interior (1480)-Tubs and Showers)	Comprehensive modernization		\$3,005,441.90
ID0156	Relocation (Contract Administration (1480)-Relocation)	Relocation of Searcy Homes Residents		\$351,000.00
	AUTHORITY-WIDE (NAWASD)			\$1,627,356.10
ID0151	Operations (Operations (1406))	Operations--25% of Fiscal Year Capital Fund as permitted by 2020 CFP Processing Guidance.		\$1,086,965.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		5	2027	
Identifier	Development Number/Name	General Description of Major Work Categories		Estimated Cost
ID0152	Management Improvements(Management Improvement (1408)-Staff Training,Management Improvement (1408)-System Improvements)	Staff training in PHA operations and procedures. Improvements to PHA management, financial and accounting control systems.		\$30,000.00
ID0153	Administration(Administration (1410)-Salaries,Administration (1410)-Sundry)	Salaries for Director of Real Estate Development, Facilities Manager/Capital Fund Coordinator.		\$434,786.00
ID0154	Fees and Costs(Contract Administration (1480)-Audit,Contract Administration (1480)-Other Fees and Costs)	Audit of CFP and legal/professional fees related to development, procurement and litigation all relative to CFP.		\$75,000.00
ID0155	CFPP Debt Service(Debt Service Bond Payment-Paid by PHA (1501))	Repayment of CFPP Debt Obligation.		\$605.10
	L.R. PATTON APTS. (AL047000014)			\$110,000.00
ID0157	Security Screen Doors(Dwelling Unit-Exterior (1480)-Exterior Doors)	New replacement Security Screen doors		\$110,000.00
	Subtotal of Estimated Cost			\$5,593,798.00

Capital Fund Program - Five-Year Action Plan

Part III: Supporting Pages - Management Needs Work Statements (s)		
Work Statement for Year	1	2023
Development Number/Name General Description of Major Work Categories		Estimated Cost
Housing Authority Wide		
Operations(Operations (1406))		\$1,086,965.00
Management Improvements(Management Improvement (1408)-Staff Training)		\$30,000.00
Administration(Administration (1410)-Salaries)		\$434,786.00
Fees and Costs(Contract Administration (1480)-Other Fees and Costs,Contract Administration (1480)-Audit)		\$75,000.00
Development(Dwelling Unit-Development (1480)-New Construction,Dwelling Unit-Development (1480)-Other,Dwelling Unit-Development (1480)-Site Acquisition)		\$100,000.00
CFFP Debt Service(Bond Debt Obligation (9001))		\$605,106.00

Capital Fund Program - Five-Year Action Plan

Part III: Supporting Pages - Management Needs Work Statements (s)		
Work Statement for Year	1	2023
Development Number/Name General Description of Major Work Categories		
Subtotal of Estimated Cost		\$2,331,857.00

Capital Fund Program - Five-Year Action Plan

Part III: Supporting Pages - Management Needs Work Statements (s)		
Work Statement for Year	2024	
Development Number/Name General Description of Major Work Categories		
Housing Authority Wide		Estimated Cost
Operations(Operations (1406))		\$1,086,965.00
Management Improvements(Management Improvement (1408)-Staff Training)		\$30,000.00
Administration(Administration (1410)-Salaries)		\$434,786.00
Fees and Costs(Contract Administration (1480)-Audit, Contract Administration (1480)-Other Fees and Costs)		\$75,000.00
Development(Dwelling Unit-Development (1480)-New Construction,Dwelling Unit-Development (1480)-Other,Dwelling Unit-Development (1480)-Site Acquisition)		\$100,000.00
CEFP Debt Service(Bond Debt Obligation (9001))		\$605,105.94

Capital Fund Program - Five-Year Action Plan

Part III: Supporting Pages - Management Needs Work Statements (s)		
Work Statement for Year	2	2024
Development Number/Name General Description of Major Work Categories		Estimated Cost
Subtotal of Estimated Cost		\$2,331,856.94

Capital Fund Program - Five-Year Action Plan

Part III: Supporting Pages - Management Needs Work Statements (s)		
Work Statement for Year	3	2025
Development Number/Name General Description of Major Work Categories		
Housing Authority Wide		Estimated Cost
Operations(Operations (1406))		\$1,086,965.00
Management Improvements(Management Improvement (1408)-Staff Training)		\$30,000.00
Administration(Administration (1410)-Salaries)		\$434,786.00
Fees and Costs(Contract Administration (1480)-Audit,Contract Administration (1480)-Other Fees and Costs)		\$175,000.00
Development(Dwelling Unit-Development (1480)-New Construction,Dwelling Unit-Development (1480)-Other,Dwelling Unit-Development (1480)-Site Acquisition)		\$100,000.00
CFFP Debt Service(Bond Debt Obligation (9001))		\$605,106.00

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
2577-0274
02/28/2022

Capital Fund Program - Five-Year Action Plan

Part III: Supporting Pages - Management Needs Work Statements (s)		
Work Statement for Year	3	2025
Development Number/Name General Description of Major Work Categories		Estimated Cost
Subtotal of Estimated Cost		\$2,431,857.00

Capital Fund Program - Five-Year Action Plan

Part III: Supporting Pages - Management Needs Work Statements (s)		
Work Statement for Year	4	2026
Development Number/Name General Description of Major Work Categories		Estimated Cost
Housing Authority Wide		
Operations(Operations (1406))		\$1,086,965.00
Management Improvements(Management Improvement (1408)-System Improvements,Management Improvement (1408)-Staff Training)		\$30,000.00
Administration(Administration (1410)-Salaries)		\$434,786.00
Fees and Costs(Contract Administration (1480)-Audit,Contract Administration (1480)-Other,Contract Administration (1480)-Other Fees and Costs)		\$175,000.00
CFFP Debt Service(Bond Debt Obligation (9001))		\$605,105.94
Subtotal of Estimated Cost		\$2,331,856.94

Capital Fund Program - Five-Year Action Plan

Part III: Supporting Pages - Management Needs Work Statements (\$)		
Work Statement for Year	5	2027
Development Number/Name General Description of Major Work Categories		Estimated Cost
Housing Authority Wide		
Operations(Operations (1406))		\$1,086,965.00
Management Improvements(Management Improvement (1408)-Staff Training,Management Improvement (1408)-System Improvements)		\$30,000.00
Administartion(Administration (1410)-Salaries,Administration (1410)-Sundry)		\$434,786.00
Fees and Costs(Contract Administration (1480)-Audit,Contract Administration (1480)-Other Fees and Costs)		\$75,000.00
CFFP Debt Service(Debt Service Bond Payment-Paid by PHA (1501))		\$605.10
Subtotal of Estimated Cost		\$1,627,356.10

ATTACHMENT J: FINANCIAL RESOURCES

Attachment J

Financial Resources: Planned Sources and Uses for 2023 Agency Plan

Sources	Planned \$	Planned Uses
1. Federal Grants (FFY 2022 grants)		
a) Public Housing Operating Fund	\$ 6,816,326.00	Funds 57% of the Conventional Public Housing Program
Public Housing Capital Fund Program		Funds capital expenditures and provides funding for replacement housing
b) and DDT Funds	\$ 2,935,956.50	
Annual Contributions for Section 8		Funds the Housing Choice Voucher Program (Including admin)
c) Tenant-Based Assistance	\$ 16,395,020.00	
Other Federal Grants : SNAP	\$ 488,866.00	Assists homeless, disabled people
Prior Year Federal Grants		
2. (unobligated funds only)		
AL09E47501-19	\$ 169,148.00	Unobligated Funds
AL09L047501-19	\$ 686,846.25	Unobligated Funds
AL09P047501-20	\$ 635,601.74	Unobligated Funds
AL09P047501-21	\$ 148,745.64	Unobligated Funds
Public Housing Dwelling Rental		
3. Income	\$ 2,806,464.00	Public Housing
4. Other Income (list below)		
Other Tenant Revenue	\$ 59,721.00	
Other	\$ 19,174.00	Funds less than 2% of the Low-Rent Public Housing Program
5. Non-federal sources (list below)		
Income from Laundry Machines owned by COCC & Gateway and 360 Properties Developer Fee	\$ 325,147.00	
Total Resources	\$ 31,487,016.13	Authority-wide

Huntsville Housing Authority**AUTHORIZING THE SUBMISSION OF THE HUNTSVILLE HOUSING AUTHORITY (HHA)
5-YEAR & THE 2023 ANNUAL ACTION PLAN****RESOLUTION NO. 2022-31**

WHEREAS, the Quality Housing and Work Responsibility Act of 1998 directed housing authorities to prepare a 5-Year Plan and an Annual Action Plan; and

WHEREAS, the 5-Year Plan describes the mission of the agency and the agency's long-range goals and objectives for achieving its mission; and

WHEREAS, the Annual Action Plan provides details about the agency's operations, program participants, programs and services, and the agency's strategy for handling operational concerns, residents' concerns and needs, programs and services for the upcoming fiscal year commencing April 1, 2023; and

WHEREAS, for public input, HHA held two (2) Public Hearings: (1) Resident Advisory Board and (2) Public. A 45-day comment period started October 27, 2022 through December 13, 2022. Draft copies of the Plans were also displayed at HHA's Central Office, HHA's website and each Development Site;

NOW THEREFORE, BE IT RESOLVED that the HHA Board of Commissioners have reviewed and hereby approve the 5-Year Plan and the 2023 Annual Action Plan, and the Executive Director is hereby authorized to submit the 5-Year Plan and the 2023 Annual Action Plan for HUD approval and execution.

ADOPTED THIS 19th DAY OF DECEMBER, 2022

SEAL

Leon D. Fountain, Chairman

Attest:

Antonia McGinnis, Sr., Secretary