THE MINUTES OF THE ANNUAL MEETING OF THE BOARD OF
COMMISSIONERS OF LEEDS HOUSING AUTHORITY
LHA DEVELOPMENT, LLC
October 14, 2025

COMMISSIONERS:	PRESENT	ABSENT
	Lana Cornelius	
	Dennis Mitchell	
	Sabrina Rose	
	Joe White	
	Rickey Williams	
	Jeff Brumlow, Attorney	

Chairperson Mitchell: Called the meeting to order at 9:0 am and welcomed everyone.

Roll call by Chairperson Mitchell.
Commissioner White – Yes
Commissioner Cornelius - Yes
Vice-Chairperson Rose – Yes
Commissioner Williams - Yes

Chairperson Mitchell announced a quorum was present.

Chairperson Mitchell asked if anyone had any questions regarding the October 14, 2025, Agenda. Vice-Chairperson Rose asked to add a discussion of the executive director's contract. All Commissioners agreed. Vice-Chairman Rose made a motion and Commissioner White with a second motion.

Chairperson Mitchell - Yes
Commissioner White – 2nd
Commissioner Cornelius – Yes
Vice-Chairperson Rose – 1st
Commissioner Williams - Yes

Chairperson Mitchell asked if anyone had any questions or changes regarding the August 12, 2025, minutes. Vice-Chairperson Rose said that Action 1 and Action 2 needed to reflect that Chairperson Mitchell and Vice-Chairperson Rose "Yes" to the voting of the Resolution 0812202501 and Resolution 0812202502. Correction to Resolution 0812202509 to remove completely from By-Laws Page 11; Section 9: First bullet "Requests to appear on the Board of Commissioners agenda must be received by the Executive Director prior preceding any quarterly Board meeting". Commissioner Cornelius made a motion and Commissioner White with a second motion.

Chairperson Mitchell - Yes
Commissioner White – 2nd
Commissioner Cornelius – 1st
Vice-Chairperson Rose - Yes
Commissioner Williams - Yes

Public Comment**:** No one present.

The Executive Director report was given by Tammy Harvell. Financial reports were given as of September 30, 2025. Ms. Harvell told the Board of Commissioners that LHA Development, LLC has ran an occupancy rate of .987% or 99% for the last 12 months. That the staff works hard to get apartments turned around and ready to rent to keep operating revenue coming in. Ms. Harvell stated that Leeds Housing Authroity is trying to help with more information about this program. Ms. Harvell shared that Leeds Housing Authority has received their letter determining that Leeds Housing Authority is under Short Fall status and a conference call is set up for August 13, 2025, with HUD quarters in Washington, DC to place Leeds Housing Authority with an action plan to reduce HAP spending. The goal is for no one to lose their housing assistance. Commissioner White asked if this funding would affect LHA Development, LLC's payments, Ms. Harvell said no, RAD PBV payments will always get paid first from HAP funding. Ms. Harvell presented as of August 12, 2025, LHA Development, LLC occupancy is 156 and Housing Choice Voucher Program has 176 leased vouchers. Ms. Harvell stated that HUD has said still that no vouchers may be issued for the rest of 2025 and possible for 2026 as well.

New Business to consider and take appropriate action listed below:

1) **Action:** Nominee and Voting on Chairperson for year 2025 to 2026 – Resolution 08122025-01

   Everyone nominated Dennis Mitchell at the same time.

   Dennis Mitchell - Yes
   Sabrina Rose – 2nd
   Lana Cornelius – 1st
   Joe White – Yes

2) **Action:** Nominee and Voting on Vice Chairperson for year 2025 to 2026 – Resolution 08122025-02

   Commissioner Lana Cornelius nominated Sabrina Rose. Commissioner Joe White made a motion.

   Dennis Mitchell - Yes
   Sabrina Rose – Yes
   Lana Cornelius – 1st

Joe White – 2nd

3) **Action:** Discussion and Approval Board Meetings for 2025 to 2026 – Resolution 0812202503

Regular – October 14, 2025
Regular – January 13, 2026
Regular – April 14, 2026
Annual – August 11, 2026
Dennis Mitchell - Yes
Sabrina Rose – 1st
Lana Cornelius – 2nd
Joe White – Yes

4) **Action:** Discussion and Approval SEMAP Approval for FY 2025 – Resolution 0812202504

Dennis Mitchell - Yes
Sabrina Rose – 2nd
Lana Cornelius – 1st
Joe White – Yes

5) **Action:** Discussion and Approval Quarterly Write-Offs for outstanding balances – Resolution 0812202505

8530 – $209.81
1519 - $1,684.00 – (Abandon – Left furniture in the apartment)
1627 – $743.00 (Abandon and non-payment of Rent)
1920 – $81.00
1523 – $150.00 (Lease Violation)

Dennis Mitchell - Yes
Sabrina Rose – 2nd
Lana Cornelius – Yes
Joe White – 1st

6) **Action:** Discussion and Approval 2025 Utility Allowance Schedule Effective 12/01/2025– Resolution 0812202506

Dennis Mitchell - Yes
Sabrina Rose – 1st
Lana Cornelius – 2nd
Joe White – Yes

7) **Action**: Discussion and Approval Payment Standards SAFMR Effective 01/01/2026 at 110% – Resolution 0812202507

Dennis Mitchell - Yes

Sabrina Rose – 1st
Lana Cornelius – 2nd
Joe White – Yes

8) **Action**: Discussion and Approval OCAF New Rents for LHA Development, LLC Effective 12/01/2025 – Resolution 0812202508

With a motion that the HAP for all LHA Development, LLC to be changed effective 12/01/2025. This will only be for those that are eligible for the rent increase. To revise the Leeds Housing Authority's Administrative Plan to effective this requested change at the next Board of Commissioners meeting October 14, 2025, at 9:00 am.

Dennis Mitchell - Yes
Sabrina Rose – 1st
Lana Cornelius – Yes
Joe White – 2nd

9) **Action:** Discussion and Approval Addendum to By-Laws of the Housing Authority of the City of Leeds, Alabama – Resolution 0812202509

1) Page 6; Section 2:to remove last sentence "The Chairperson shall not serve more than two successive one-year successive one-year terms as Chairperson."
2) Page 9; Section 3: Special Meetings: to remove last sentence "However if **all** of the Board meeting, Board of Commissioners of the Authority are present at a special meeting, any/all business may be transacted at such special meeting."
3) Remove completely from By-Laws Page 11; Section 9: First bullet Requests to appear on the Board of Commissioners agenda must be received by the Executive Director prior preceding any quarterly Board meeting.

Dennis Mitchell - Yes
Sabrina Rose – 1st
Lana Cornelius – Yes
Joe White – 2nd

Meeting adjournment Chairperson Mitchell made a motion and Commissioner Cornelius with a second motion.

Dennis Mitchell – 1st
Sabrina Rose – Yes
Lana Cornelius – 2nd
Joe White – Yes

Next Regular Quarterly Board Meeting: October 14, 2025, at 9:00 am.

Signature of Chairperson

Signature of Executive Director, Secretary