



**Meeting Minutes  
of the Commissioners of the Housing Authority  
of the City of Dothan, Alabama**

**April 16, 2025**

The Commissioners of the Housing Authority of the City of Dothan, Alabama, convened in a Regular Meeting on Wednesday April 16, 2025, 10:00 a.m. at Our Community, Inc. Housing & Enrichment Center at 1001 Montana Street and via Zoom.

The meeting was called to order at 10:00 am by: Mr. David Jamison.

The meeting was opened with prayer by: Mr. David Jamison.

The Secretary called the roll, and the following were in attendance:

**Present:**

David Jamison  
Jeff Williams  
Michael Jackson  
Lily Mendoza

**ZOOM:**

Lisa Alexander  
Jasmine Bowick

**ABSENT:**

Linda Ward

Dothan Housing personnel: **C-Suite:** Samuel P. Crawford, CEO and Secretary; Challis Readus; Ladonice Freeney and Bonita Schatz. **SEACH:** Justise Black & Tera Wells. **IT:** Patience Crittenden. **HR:** Lachun Thomas. **ASSET MANAGEMENT:** Tamaria Harris. **SAFETY:** JD Miller. **RESIDENT SERVICES:** Dana Kirkland, Hillary Richardson, Taylor Boykin and Destiny Gordon. **HCV:** Andrella Allums.

**DH ZOOM:** Tanya Embry and Marcia Bryant.

**ZOOM Visitors:** Kelly Mierkowski, City of Dothan; Tammie Smith, Smith Financial; Nakeesha Lawton, Realtor; and Florence Wilson, Resident.

The Chairperson, David Jamison, declared a quorum present.

I. Approve April 16, 2025 Agenda:

**ADDED:** Executive Session

Motion: Jeff Williams

Second: Lily Mendoza

Vote: Unanimous

Abstain: None



## **PUBLIC NOTICE**

**April 9, 2025**

Dothan Housing (DH) Board of Commissioners will conduct a

### **Board Meeting**

**Wednesday, April 16, 2025, at 10:00 a.m.**

at Our Community, Inc. (OCI) Housing and Enrichment Center

located at 1001 Montana Street Dothan, AL 36303

**In-person and Virtually via Zoom.**

 **ZOOM Meeting ID: 883-098-6433**

 **<https://us02web.zoom.us/j/8830986433>**



## **AGENDA**

04-16-2025

Call To Order  
Prayer

Approve DH April 16, 2025 Agenda  
Approve DH March 19, 2025 Board Meeting Minutes

### **NEW BUSINESS: Resolutions**

Change Commissioner Meeting Time and Convening

### **CEO UPDATES:**

Fair Housing Proclamation

### **DEPARTMENT & DIVISION UPDATES**

Finance & Administration  
Housing & Resident Services  
HR  
Community Safety

**Comments**

**Adjourn**

Approve March 19, 2025 Minutes:

Motion: Lisa Alexander

Second: Michael Jackson

Vote: Unanimous

Abstain: None

**RECESS DH MEETING: TIME: 10:04am**

## **VOTE**

Motion: Lisa Alexander

Second: Jeff Williams

Vote: Unanimous

Abstain: None

## EXECUTIVE SESSION:

### OPEN EXECUTIVE SESSION: TIME: 10:05am

Motion: Lisa Alexander

Second: Jeff Williams

Vote: Unanimous

Abstain: None

The Dothan Housing Board of Commissioners entered into Executive Session along with Ms. Tamarra Harris, Director of Portfolio & Asset Management, and Ms. Andrella Allums, HCV Manager, to discuss housing authority business.

### CLOSE EXECUTIVE SESSION: TIME: 10:17 am

Motion: Lisa Alexander

Second: Jeff Williams

Vote: Unanimous

Abstain: None

### RE-CONVENE DH MEETING: TIME: 10:19am

Motion: Lisa Alexander

Second: Jasmine Bowick

Vote: Unanimous

Abstain: None

**MEETING TIME & CONVENING CHANGE:** The Commissioners approved convening the Regular meeting of the Board of Commissioners Bi-Monthly at 10:30 am with the next regularly scheduled meeting Wednesday June 18, 2025. The Commissioners also approved convening the Annual meeting of the Board of Commissioners at 10:30 am with the next Annual scheduled meeting Wednesday March 18, 2026.

Motion:	<u>Lisa Alexander</u>
Second:	<u>Michael Jackson</u>
Vote:	<u>Unanimous</u>
Abstain:	<u>None</u>

**BAD DEBTS WRITE-OFF:** Certain tenant accounts for Samuel P. Crawford Village (SPCV), Jamison Village (JV), Crimson Ridge (CR), Phoenix Rising (PR), and John R. Lewis Village (JRLV) are uncollectible, and it is necessary for the Board of Commissioners to approve the write off of these accounts as collection loss.

Motion:	<u>Jeff Williams</u>
Second:	<u>Lily Mendoza</u>
Vote:	<u>Unanimous</u>
Abstain:	<u>None</u>

**FAIR HOUSING PROCLAMATION:** April 11, 2025 marks the 57<sup>th</sup> anniversary of the enactment of Title VIII of the Civil Rights Act of 1968 also known as the Fair Housing Act, which was further strengthened by the Fair Housing Amendments Act of 1988. The City of Dothan and the Dothan Housing Authority remain committed to upholding the principles of the Fair Housing Act; actively support Fair Housing; recognize the importance of accessibility in housing and will continue to partner with realtors, landlords and developers to encourage equal housing opportunities. The City of Dothan, AL proclaimed April as Fair Housing Month during the Dothan City Commission Meeting 04-15-2025.

Motion:	<u>Michael Jackson</u>
Second:	<u>Lily Mendoza</u>
Vote:	<u>Unanimous</u>
Abstain:	<u>None</u>

**FINANCE UPDATE:** Dothan Housing(DH) is operating in the 1<sup>st</sup> Quarter in the black. We are staying within budget. The 2024 FDS was submitted 04-14-2025. The 2024 Audit will be conducted the week of 07-21-2025. Thanks to the Executive and Finance team for getting in the black and staying on budget.

**RESIDENT SERVICES UPDATES:** Dothan Housing (DH) competed against over 3,000 thousand Housing Authorities for the 2025 Bollinger PHADA Scholarship which was awarded to Ms. The'Lastone' Thomas who is a 16 year old high school graduate and resides at Samuel P. Crawford Village. Ms. Thomas has committed to Troy State University. Interviews will start soon for the Susan Morrisson Scholarship. Two (2) Homebuyer workshops were conducted to educate the public about buying, owning and understanding the home buying process. Taylor Boykin has joined Resident Services as the ROSS Grant Coordinator. Destiny Gordon comes to us via a Troy State internship. A Women's Empowerment Conference will be held Saturday 05-03-2025 from 12-3pm at the Michael C. Patton Event Center (MCPEC). Resident Services deserves all the thanks they receive for the good they accomplish within the community.

**COMMUNITY SAFETY UPDATES:** Dothan Housing incident/offense reports are trending 43% higher than last year. Based on these trends, Dothan Housing is projected to close 2025 with more incidents than in any of the past four (4) years. From a safety standpoint, strict adherence to the lease agreement is believed to be the best deterrent. Of the 66 reports filed this year, 62% of offenders are guests or visitors, not residents of Dothan Housing. Fire extinguishers were inspected at each property. Approximately 60% of all employees completed the annual Hands-Only CPR and AED training, including first aid training and the use of NARCAN. By the end of April, all employees are expected to complete this training, bringing the organization to 100% trained. All AED machines at each property were inspected to ensure they worked properly. Four (4) leased vehicles were returned to Enterprise Fleet Management to help reduce overall operational costs without disrupting customer service.

## Closing Remarks

**OTHER BUSINESS:** The next Board Meeting will be held Wednesday June 18, 2025 at 10:30am.

**ADJOURN DH MEETING: TIME:** 10:43 am

Motion: Lisa Alexander

Second: Lily Mendoza

Vote: Unanimous

Abstain: None

Board Chairperson

Secretary