

**Riviera Beach Housing Authority  
2001 Broadway, suite 101  
Riviera Beach, FL 33404  
Regular Board Meeting  
Official Meeting Minutes  
Tuesday, December 11, 2018**

Meeting comes to order at 7:08 p.m.

**I. Call to Order:**

**Moment of Silence—Pledge of Allegiance**

**Roll Call and Recording of Absences**

Upon roll call by Executive Director (ED) Hurt, Chairman Delvin Thomas is present and presides. Vice Chairman Jeffery Jackson and Horace Towns are also present. Commissioner Jessica Thurmond is absent. Quorum.

Also present: Board Attorney Matthew Russell; Ron Davis of the Mosnar Group; Margaret Shepherd, RBHA tenant; Angela Burgess and Elaine Russell, members of the public.

**Disclosures by Any Board Members**

Vice Chair Jackson discloses he sits on the board of Thousand Oaks and the Authority owns property in Thousand Oaks. Commissioner Towns discloses that, as of Dec. 10, 2018, he is an official candidate for the District 1 City Council seat in the City of Riviera Beach.

**II. Consent Agenda**

a. No Items

**III. Approval of the Agenda, Additions/Deletions**

Commissioner Towns makes motion to approve agenda as is. Second by Vice Chair Jackson. Unanimous vote, 3-0.

**IV. Approval of Minutes—November 13, 2018 Regular Meeting**

Commissioner Towns makes motion to approve the Minutes of November 13, 2018. Second by Vice Chair Jackson. Unanimous vote, 3-0.

**V. Financial Report—November 2018**

ED Hurt begins by going through each check register. In the 0223 Operating Account, he said there were some 'extraordinary expenditures': property insurance for the RBHA site, auto insurance for RBHA vehicle and PHADA conference registration. He also said the first invoice for Ray Wells, the authority's inspector, was also paid. Everything else: regular expenses. In the 1501 NSP account, final bathroom

work was paid for at 194 E. 30<sup>th</sup> Street, the ED said, and flood insurance was paid for 30<sup>th</sup> Street, which is located in the city's flood zone.

In the 2210 Security Deposit account, there were no changes, he says; neither in the 3322 Restricted account nor in the 4159 Charitable Account, he said; that last account has a balance of \$270.

ED Hurt then discusses the Operating Budget for November 2018. This month, the authority didn't collect any NSP management fees, so the board will see two months' worth of fees next month.

With regard to expenses, ED Hurt says he used the 'staff assistant' budget line item to pay for the inspector because there is no line item for inspector.

## **VI. Executive Director's Report—November 2018**

### **a. Update on Development Activities—Heron Estates Senior**

The project is under full construction, ED Hurt says, with two floors completed and the third floor in the process. HTG is considering a 'topping off' ceremony; he adds he requested a HTG report but hadn't received it yet. He points out Ron Davis of the Mosnar Group is here to discuss his responsibility, the Section 8 program. He hands out the report.

With regard to Heron Estates Family, ED Hurt says the authority's nine percent application that was filed with the FHFC by HTG has been ranked and posted: in PBC, the project has a #1 ranking and #2 overall. The FHFC will meet January 22, 2019, to make final recommendations to the board, which will then meet February 1 to consider those recommendations. It will be the first time in seven applications that the RBHA is number one, ED Hurt points out. To applause.

Mr. Davis then points out the RBHA development project is the only thing happening in Riviera Beach.

Bryan Finnie of HTG comes in at 7:29 p.m.

He begins to talk FHFC process, how things are looking better, how he doesn't want to go through what they've gone through before. Discussion ensues.

### **b. Other Activities**

ED Hurt then brings up a mixed-use development on Avenue E in partnership with the CDC and the CRA that he's been working on; he'll bring it to the board for consideration when ready. We're also putting together an application for a pre-development loan for these initiatives; that will come to the board as well when done.

### **c. Update on NSP Properties**

Nothing is happening other than what was already mentioned during the Financial Report, ED Hurt says.

He then discusses the PHADA commissioners' conference in Miami, to be held Jan. 6-10, 2019, pointing out that registration for attending board members has been paid and hotel rooms reserved. ED Hurt says Attorney Russell had hoped to attend but may not be able to; the attorney concurs.

The ED also notes that he has not yet drafted the position paper to solicit political support for the RBHA getting a Section 8 program. Talk then turns to fact the board will be in Miami during the scheduled date of its next meeting, January 8. The ED defers to Attorney Russell: can we have a public meeting in

Miami? Attorney Russell notes that a discussion of the board's bylaws is on the agenda; let's discuss it then, he says, while saying, yes, it's possible as long as it's advertised. Discussion ensues, including pushing the meeting back to February or having it in HTG offices in Miami next week.

Commissioner Towns makes motion to have the next meeting at a remote location so that it can be advertised. Second by Vice Chair Jackson. Unanimous vote, 3-0.

Chair Thomas accepts the report for filing.

**VII. Authority Report**

- a. Attorney Matthew Russell

Attorney Russell says he's very proud of the board and the way it conducts meetings. He thanks the board for the permission to attend the PHADA conference but that he may be in the hospital.

**VIII. Unfinished Business: None**

**IX. New Business**

- a. Discussion of Revisions to RBHA By-Laws—First Reading

ED Hurt notes that, at the last regular meeting, the board wanted to discuss the authority's bylaws and whether they needed updating. The board is now on the same page, he says. They discuss Section 6, Elections and Appointments, which includes term limits for board members and the time and date for meetings. Discussion ensues.

Vice Chair Jackson makes motion to continue with the same time and date of the meetings. Second by Commissioner Towns.

Chair Thomas recognizes that Commissioner Thurmond enters the meeting at 7:55 p.m. He updates her on the bylaws discussion, which continues.

Vice Chair Jackson talks about potential changes to Article 2, Section 6, which relates to length of service on the board, he says.

Vice Chair Jackson makes motion to remove the provision that requires change in presidency service limits to no limits. Second by Commissioner Thurmond. Unanimous vote, 4-0.

ED Hurt reminds the board that, even with this change, there'll still be an annual election in May; that hasn't changed. The board agrees by consensus.

Commissioner Towns then points out that Article I, Section 3 still has the authority's previous address listed; should that change? ED Hurt asks for a motion. Commissioner Towns makes motion to modify article I, Section 3 to change the office location of the RBHA to its current address. Second by Commissioner Thurmond. Unanimous vote, 4-0.

Commissioner Towns then modifies his motion to add the addresses: to modify Article 1, Section 3 to change the RBHA office location from 2014 W 17<sup>th</sup> Court, Riviera Beach, Fla., 33404, to 2001 Broadway, suite 101, Riviera Beach, Fla., 33404. Second by Commissioner Thurmond. Unanimous vote, 4-0.

That concludes business, says the ED.

**X. Committee Reports**

a. Finance Committee—Commissioner Towns

There is no Finance Committee report.

b. Community Relations Committee—Commissioner Thurmond

There is no Community Relations Committee report.

c. Section 3 Committee—Commissioner Jackson

There is no Section 3 Committee report.

d. Development Committee—Commissioner Jackson

There is no Development Committee report.

Chair Thomas says there is one Public Comment Card and it's from Margaret Shepherd, RBHA tenant. Mrs. Shepherd thanks the board for being so kind and then introduces them to her granddaughter, Angela Burgess.

Commissioner Towns says he wants to highlight that the public is excited about the progress of the Heron Estates project—the job training, the housing units; it's really a good thing for the city, he says.

ED Hurt thanks the board for a good year, good progress, good fellowship—it's been a pleasure to work for and *with* this board and I'm looking forward to a year of great accomplishments. He hands out gifts, talks about upcoming holiday meal. Attorney Russell prays over the room.

(Tape recorder ends abruptly). Meeting comes to an end at what seems like 8:16 p.m. , according to data on tape recorder.)