

**Riviera Beach Housing Authority
2001 Broadway, suite 101
Riviera Beach, FL 33404
Regular Board Meeting
Official Meeting Minutes
Tuesday, November 13, 2018**

Meeting comes to order at 7:13 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 Commissioners Jessica Thurmond and Horace Towns are present. Quorum.

Also present: Board Attorney Matthew Russell; Ron Davis of the Mosnar Group; Ray Wells, an RBHA consultant; Louise Pritchard, a member of the public; and Margaret Shepherd, RBHA tenant.

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 he filed in March of 2018 as 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

Vice Chair Jackson makes motion to approve the agenda as is. Second by Commissioner Towns. Unanimous vote, 4-0.

IV. Approval of Minutes—October 11, 2018 Regular Meeting

Vice Chair Jackson makes motion to approve the Minutes of October 11, 2018. Second by Commissioner Towns. Unanimous vote, 4-0.

V. Approval of Minutes—November 1, 2018 Special Meeting

Vice Chair Jackson makes motion to approve the Minutes of November 1, 2018. Second by Commissioner Thurmond. Unanimous vote, 4-0.

VI. Financial Report—September 2018

ED Hurt goes through the check register. In the 0223 Operating Account, there were ordinary expenses, he says, and the ending balance is \$82,286.21.

In the NSP 1501 account, he notes that there were two management fees paid, three quarterly property insurance payments—for 29th Street, 23rd Street and Centerstone—and the ending balance is \$8,964.86.

In the Security Deposit account, 2210, ED Hurt says there were no real changes; balance: \$1,006.10. The Restricted account, 3322, has a balance of \$838, 070.32, while the charitable account, 4159, has a balance of \$270.

With regard to the Operating Budget, ED Hurt points out this is the first month of the new fiscal year and there were no outstanding issues; same with the NSP Operating Budget, while the Riviera Beach Development account, which holds replacement housing funds, has a balance of \$373,100.

Chair Thomas receives the report for filing.

VII. Executive Director's Report—October 2018

a. Update on RBHA Development Activities—Heron Estates

Construction is in full swing, the ED says. He introduces the board to Ray Wells, the RBHA's inspector for the site, who will act as our 'eyes and ears' on the construction process. Mr. Wells says he's visited the site, established rapport with the site supervisors, who have been very open; he's seen no issues. He then explains a bit about his background: an entire career spent working in housing and construction, including as a HUD inspector. ED Hurt calls him 'well-seasoned.' Discussion ensues.

ED Hurt then calls up Ron Davis of the Mosner Group to talk about Section 3; Mr. Davis says there's been no changes since the last meeting. Mr. Hurt says the board has an update report in their possession from construction lead HTG Group.

ED Hurt notes that, as of this morning, the Florida Housing Finance Corporation has received the RBHA's nine percent tax credit application, done by HTG. Within the next 30 days, he says, we'll know where we're positioned. Mr. Davis notes that there is a plan to submit a SAIL application later this month. Discussion ensues, including: design style for the second phase; ideas to develop housing along Avenue S; that interest in buying a previously mentioned four-unit development is going nowhere; and plans to continue to look for other housing-creation opportunities.

b. Update on NSP Properties

The ED says the bathroom was refurbished at the 30th Street property.

c. Other Activities

Commissioner Towns suggests the board buy a live-stream camera; ED Hurt passes out the information the Commissioner had provided. Discussion ensues. Chair Thomas asks for a motion to act.

Vice Chair Jackson makes motion to purchase a live-stream camera. Second by Commissioner Thurmond. Discussion continues and, then, the vote: 3-1, with Chair Thomas dissenting.

ED Hurt then requests the board allow a member of the public, Louise Pritchard, to speak before she has to leave. Board agrees by consensus. Ms. Pritchard is interested in Heron Estates Senior and wonders where and how to apply; information is not readily available, she says. ED Hurt gives her the HTG Leasing phone number and says the waiting list will open in April 2019.

Vice Chair Jackson says he'd rather have the calls come to the RBHA, not HTG, 'so that no one falls through the cracks.' Discussion ensues.

Vice Chair Jackson makes motion for RBHA to oversee the housing-interest sign-up list; second by Commissioner Thurmond. ED Hurt points out that the board needs to be 'cautious' about this because the matter is complex—we have 11 units, he says, the WPBHA has 50, 40 units are tax-credit related so all applications need to go through HTG: we are not the final arbiter on Heron Estates Senior, he says. He will ask to ensure that Riviera Beach residents get first priority but we don't have absolute authority in this process, ED Hurt says, except over those 11 public housing units. Discussion continues.

Vice Chair Jackson rescinds his motion and Commissioner Thurmond rescinds her second.

ED Hurt then notes he's still responding to an FOI request and that he's also still working on the position paper for elected officials.

Chair Thomas receives the report for filing.

VIII. Authority Report

- a. Attorney Matthew Russell

Attorney Russell reminds the board not to be eating during the meeting.

IX. Unfinished Business

- a. None

X. New Business

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

ED Hurt passes out copies of the current bylaws, and says they need to be reviewed every year and lists those he thinks need to be evaluated for changes. He said Riviera Beach Mayor Thomas Masters stopped by to talk about filling the board vacancy left after former Commissioner Rance Gaede resigned. ED Hurt says he offered to refer some candidates, while the Mayor said her has a preference: a Singer Island resident.

Attorney Russell suggests the board take the bylaws home to consider; ED Hurt agrees, as does the board by consensus.

XI. Committee Reports

- a. Finance Committee—Commissioner Towns

There is no Finance Committee report.

- b. Community Relations Committee—Commissioner Thurmond

There is no Community Relations 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

XII. Public Comments and General Discussion

Chair Thomas wishes everyone a happy Thanksgiving. Attorney Russell invites the board to a Thanksgiving dinner for the blind on November 21 at the Braille Club.

Chair Thomas adjourns the meeting at 8:23 p.m. Next regular meeting scheduled for December 11, 2018.