

**Riviera Beach Housing Authority
2001 Broadway, suite 101
Riviera Beach, FL 33404
Regular Board Meeting
Official Meeting Minutes
Tuesday, February 11, 2020**

Meeting comes to order at 7:09 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) John W. Hurt, Vice Chairwoman Jessica Thurmond, Commissioners Horace Towns and Glen Spiritis are present. Chairman Jeffery B. Jackson and Commissioner Delvin Thomas are absent. Quorum.

Vice Chair Thurmond will lead the meeting, ED Hurt adds.

Also present: Attorney Matthew Russell and Rance Gaede, former RBHA Commissioner.

Disclosures by Any Board Members

Commissioner Spiritis discloses that he's working as a consultant on a 236-unit senior affordable housing project in New York.

II. Consent Agenda

a. No Items

III. Approval of the Agenda, Additions/Deletions

Commissioner Towns makes motion to approve the Agenda. Second by Commissioner Spiritis. Unanimous vote, 3-0.

IV. Acknowledgement of Service—Former Commissioner Rance S. Gaede

ED Hurt says that, because former Commissioner Gaede was not available to attend the Grand Opening of Heron Estates last month, we wanted to take this time to recognize his service to the Board. He then calls up Mr. Gaede, who says the RBHA has been busy—the last two years have been flying by—and I have followed you all and your work. Serving on the board meant a lot to me, he continues, and being a

part of this group was really cool. I look forward to seeing what else is coming. Mr. Hurt then hands him a plaque and recognition award. Said Mr. Gaede: keep up the good work.

V. Approval of Minutes—December 10, 2019 Regular Meeting

Commissioner Spiritis makes motion to approve the December 10, 2019 Meeting Minutes. Second by Commissioner Towns. Unanimous vote, 3-0.

VI. Financial Report—December 2019

ED Hurt begins by noting that the Board did not have a January meeting, so we're considering it here, he says. He then begins going through each Authority bank account.

In the Operating Account #0223, the balance at start was \$70,669.08 and the balance at end was \$62,485.68. There were no outstanding issues, except for the loan repayment from Heron Estates residents; the Authority made four loans altogether, the ED notes, and we received two repayments this month.

The NSP Account #1501 began December with \$270.27 and ended it with \$939.75. A lot of work was done on the open East 29th Street location, ED Hurt notes.

Commissioner Thomas comes in at 7:20 p.m.

The Security Deposit Account #2210 started with \$9,306.62 and ended with \$9,306.92—a difference based on interest accrual. The account holds all of the security deposits from the Blue Heron Boulevard (BHB) site and the four single family homes, ED Hurt adds.

The Restricted Account #3322 began with \$635,452.72 and ended with \$635,457.58—a difference based on accrued interest.

The BHB Operating Account #9205 started with \$28,951.30 and ended with \$24,525.02. ED Hurt says a lot of the expenses had to do with unit #1's refurbishment, including a/c work, a complete paint job and fire inspection work. There was also a mortgage payment.

Commissioner Thomas asks the ED to check on why there was a late fee on the mortgage payment when, according to you, we never received a billing statement.

The BHB Reserve Account #8471 began with \$36,005.92 and ended with \$36,007.44. Difference? Interest.

VII. Financial Report—January 2020

According to the ED, the Operating Account #0223 began January with \$62,485.68 and ended it with \$37,473.07. It was a 'very active' month, ED Hurt notes: the account paid for travel for two Board members to attend the NAHRO conference in Washington; a \$6,000 payment went to Sophisticated Out Loud, the business that provided services to the Heron Estates grand opening—for which the Authority will receive a reimbursement from HTG; and complete payoff of the T-Mobile account and a transfer of service to a different carrier.

The NSP Account #1501 began with \$939.75 and ended with \$2,474.33. All rents were paid, ED Hurt says, and there were no outstanding expenses.

The Security Deposit Account #2210 began with \$9,306.92 and ended with \$9,307.22—a difference of accrued interest.

The Restricted Account #3322 began January with a balance of \$635,457.58 and ended with a balance of \$628,274.88. The only expense, ED Hurt says: payment to the affordable housing consultant for December.

BHB Operating Account #9205. The start amount: \$24,525.02. The end amount: \$20,390.60. Expenses: installation of window security screens and a deposit in three installment payments. Some discussion ensues between Commissioner Spiritis and ED Hurt related to continued environmental concerns at the site.

BHB Reserve Account #8471 began the month with \$36,005.92 and ended it with \$36,007.44, which was an accrued interest add.

The ED then provides updates on the Operating and NSP accounts, saying there's no capital funds currently, but we'll get that for Heron Estates Senior for 11 years.

Vice Chair Thurmond receives the report for filing.

VIII. Executive Director's Report—December 2019 and January 2020

ED Hurt points out some of the updates will be from the January meeting which, again, wasn't held.

Heron Estates Senior. We had the grand opening in January, the ED begins, for which we received lots of positive responses. There's a pending report from a current resident about concerns she told the ED about over the phone, which he told her to put in writing. The issue: water intrusion. I'll share her concerns with the Board and with HTG, ED Hurt says.

Heron Estates Family. I haven't received an updated report from HTG, ED Hurt says, adding that it is still waiting to get construction plans approved by the City. Discussion ensues, including about the project's architect and financial matters.

Other Development Initiatives. ED Hurt begins by saying Ron Davis isn't here because he had a hip replacement. Still: nothing new. I do have a meeting Thursday with the RBCRA's Annetta Jenkins and Scott Evans about working together. I also had lunch with Mayor Felder today; he wants to set up meetings with potential developers and the CRA. I also finally saw the City Council minutes for our meeting with them, ED Hurt continues; I downloaded them and will review to see what conclusions are there. Discussion ensues, including the path forward, while ED Hurt notes there's a walk-through for a re-entry house being done by the CDC.

ED Hurt says there's lots of activities going on, including meetings he's taken with potential development partners, but not a lot to report yet.

At 1130 BHB, the ED continues, the refurbishment is finished on apartment #1, the water is turned on, the security hurricane screens have been installed and we're also planning to improve the security lighting.

Regarding 199 E. 29th Street, ED Hurt says the work has been completed and we're in the process of seeking County approval of a tenant.

ED Hurt then talks about conference trips for NAHRO in March in Washington; PHADA in Orlando, August 25-27; NAHRO annual conference in Orlando Oct 1-3; and PHADA in January of 2021. He asks the Board to decide who wants to go where and when.

Vice Chair Thurmond receives the report for filing.

IX. Authority Report

- a. Attorney Matthew Russell

There is no Authority Report.

X. Unfinished Business—None

XI. New Business

- a. Review of Executive Director's Contract and Compensation

ED Hurt begins by saying his current contract has been in existence for three years and ends in April. He wants to discuss it so as to bring it back for approval in March. He then hands out a document for the Board to consider. He talks about changing annual amounts over the three years and his suggestion to stay at the same income level until we can create income streams; right now, he continues, that's not certain. He also requests another three-year contract that, in the event of an involuntary dismissal, there is some sort of severance pay. I just want y'all to consider it, the ED tells the Board. Discussion ensues.

Attorney Russell then asks for the board's preference.

Vice Chair Thurmond asks for a motion for Item 11. Commissioner Thomas makes motion. Second by Commissioner Spiritis. Unanimous vote, 4-0.

Commissioner Towns then asks what they just voted on. For discussion, responds Vice Chair Thurmond.

Commissioner Spiritis asks what it costs for the ED to get in on the city's pension/insurance plan. Discussion ensues. ED Hurt then hands out another document, this one related to compensation, he says, and begins discussing it and ways to update or change it.

Commissioner Thomas makes motion to consider the document and how to rewrite it. Second by Commissioner Spiritis. Discussion continues, including about whether an agreement exists, how it changes, suggested revisions and what will be considered at the next meeting.

Commissioner Towns said he'll review the document and be prepared at the next meeting.

Commissioner Thomas says to the ED to be sure to add wording to protect yourself if you should become incapacitated.

Commissioner Spiritis makes motion to consider ED Hurt's contract and bonuses at the next meeting. Second by Commissioner Thomas. Unanimous vote, 4-0.

XII. Committee Reports

- a. Community Relations Committee—Commissioner Thurmond

We lost one of our tenants at Heron Estates Senior, Vice Chair Thurmond begins, and are now going through the waiting list to find a new tenant.

ED Hurt then points out a class the Vice Chair took: a training in Orlando about rent calculations; it now allows her to be able to do all this work instead of outsourcing it to other housing authorities. He thanks her for attending the training.

b. Development Committee—Commissioner Jackson

There is no Development Committee Report because Commissioner Jackson is absent.

c. Finance Committee—Commissioner Towns

There is no Finance Committee Report.

d. Section 3 Committee—Commissioner Spiritis

There is no Section 3 Committee Report but Commissioner Spiritis congratulates ED Hurt and the Board for the work done on Heron Estates Senior.

e. HCV Program Recovery Committee—Commissioner Spiritis

There is no HCV Program Recovery Committee Report, but Commissioner Spiritis repeats his congratulations to the Board.

XIII. Public Comments and General Discussion

Attorney Russell apologizes to the Board for the lack of food and drink at tonight's meeting: ED Hurt picked me up for the meeting because I couldn't find my keys. He then asks Commissioner Thomas about his legal matter.

Commissioner Thomas says he's already had a talk with a lawyer. I was cleared of all charges, he says, and everything was thrown out by the state of Florida.

ED Hurt says he's been getting lots of calls from seniors looking for housing, but we need some referral sites. I'm working to create that list, he adds.

Commissioner Spiritis says if the Authority can get some land, the New York developers he brought here in January will pay for everything else. All they need is the land.

Vice Chair Thurmond ends the meeting at 8:54 p.m. The next regular Board Meeting is March 10, 2020.

ACTION ITEMS:

Commissioner Thomas asks the ED to check on why there was a late fee payment for the mortgage payment on BHB when, according to you, we never received a billing statement.

Commissioner Spiritis asks what it costs for the ED to get in on the city's pension/insurance plan.