

**Riviera Beach Housing Authority
CRA Clean & Safe Ambassador Center
1229 E. Blue Heron Boulevard
Riviera Beach, FL 33404
Regular Board Meeting
Official Meeting Minutes
Tuesday, June 9, 2020**

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) John Hurt, Chairman Jeffery B. Jackson is present and presides. Vice Chairwoman Jessica Thurmond is also present as are Commissioners Horace Towns, Glen Spiritis and Alexis Lockhart. Quorum.

Also present: Board Attorney Matthew Russell; Ray Wells, RBHA affordable housing consultant; and Dafton Connell, member of the public.

Disclosures by Any Board Members

Commissioner Spiritis discloses that, since the last meeting, he has been hired as a consultant by the Village of Hempstead in New York for a downtown revitalization project. Chair Jackson discloses that he sits on the board of Thousand Oaks and the RBHA owns property in Thousand Oaks.

II. Approval of the Agenda, Additions/Deletions

ED Hurt says he reordered the agenda to make the meeting more efficient and asks the Board to accept it as stands. Commissioner Spiritis makes motion to accept the agenda. Second by Commissioner Lockhart. Unanimous vote, 5-0.

III. General Public Comments

ED Hurt asks if anyone in the room has any comments. He asks Dafton Connell, who was invited by Commissioner Lockhart, and Mr. Wells if either had any comments. Neither has remarks.

IV. Consent Agenda

- a. Approval of Minutes—May 12, 2020 Annual Meeting

Commissioner Towns makes motion to approve the May 12 Annual Meeting minutes. Second by Commissioner Lockhart. Unanimous vote, 5-0.

b. Approval of Minutes—May 12, 2020 Regular Meeting

Commissioner Towns makes motion to approve the May 12 Regular Meeting minutes. Second by Commissioner Lockhart. Unanimous vote, 5-0.

c. Financial Report—May 2020

Commissioner Towns makes motion to approve the May 2020 Financial Report. Second by Commissioner Lockhart. Unanimous vote, 5-0.

V. Unfinished Business—None

VI. New Business

a. Review and Revisions of RBHA By-laws—1st Reading

i. Public Comments

ED Hurt says the last revision is in their packets with recommendations in red. He recommends the Board accept the reorders as listed. Discussion ensues, including about item order change; the addition of public comments and ‘other staff recommendations’ for revisions, including quorum requirements; who determines sub-committee creations; election terms; corrected language; and Board vacancies.

Commissioner Spiritis makes motion to authorize Commissioner Towns as an authorized signature if both the Chairman and Vice Chairman are unavailable. Second by Commissioner Lockhart. Unanimous vote, 5-0.

ED Hurt then tells the Board this is just the first reading and the subject will return at the next regular meeting.

VII. Executive Director’s Report—May 2020

Heron Estates Senior (HESr.). Nothing has changed, the ED says, adding that he is still working to get access for the Riviera Beach Police Department to meet with onsite property managers. Chair Jackson asks why; discussion ensues.

The Board agrees by consensus that the Board and the ED should have access to the building (HESr.) Discussion continues.

Heron Estates Family (HEF). ED Hurt points out that last month’s report from HTG is attached and was sent via email. We are on track to finish preparations by the end of the month, he says, and ready to launch construction by late July-early August.

Other Initiatives. The Mosnar Group representative isn’t here, the ED notes, adding that there hasn’t been a lot of activity. He did reach out to the CRA/CDC about the 13th Street and Avenue E project and asked to take a meeting to move forward, but hasn’t spoken to anyone.

Chair Jackson asks ED Hurt to reach out to them again and to send a letter to Annetta Jenkins.

Other Activities. At 1130 Blue Heron Boulevard (BHB), the ED says we added security lighting outside and then calls up Mr. Wells, who talks about work being done there, including the effects of the new lighting and getting bids from plumbers for putting garbage disposals in the kitchen sinks of some units.

ED Hurt also points out that Vice Chair Thurmond has been delivering 100 meals every day, every week, to HESr. residents and thanks her for her service. Chair Jackson suggests submission of an award for her and the Board agrees by consensus.

The ED then adds that the Authority had received a special allotment from HUD related to COVID-19, have to use the funds by a certain date or return the \$6,286 allotment. Thus far, he has reimbursed HESr. for extra cleaning supplies for \$2,204.34 and, because resident Delores Jones assisted in cleaning the facility, he gave her \$930 as an honorarium. I also had to pay for the Zoom subscription, he says, and bought masks and gloves—all of which are qualified activities. He asks for other suggestions and discussion ensues, including about Vice Chair Thurmond’s work with food for seniors.

Then the Board discusses previous Action Items and about doing a workshop on development issues. They agree to 9a to 12p on June 20; ED Hurt says he’ll check on availability at the Ambassador’s Center on Singer Island and says he will invite HTG, the City Council and City Manager.

VIII. Authority Report—Attorney Matthew C. Russell

Attorney Russell begins by discussing liaison issue with the City Council, with ED Hurt noting that, prior to the pandemic, he met monthly with Mayor Ronnie L. Felder and had asked to get on the calendar of City Manager Jonathan E. Evans. Discussion ensues, with Chair Jackson suggesting he attend some of those monthly meetings when needed, but thinks there should be a designated point person.

Attorney Russell suggests Commissioner Lockhart for that role; Chair Jackson suggests Commissioner Towns or Commissioner Spiritis because Commissioner Lockhart is too new.

ED Hurt notes the consideration should not just be about ‘who,’ but also ‘what’ that work would be.

Commissioner Lockhart makes motion to have a discussion to determine who and what a city liaison would look like. Second by Commissioner Towns. Discussion ensues.

Commissioner Spiritis makes motion to support a liaison with the City Council to collaborate and educate on matters related to the Authority. Second by Commissioner Towns. Discussion ensues, including about who the liaison should be.

Commissioner Towns makes motion to appoint Commissioner Spiritis as the Board liaison to the City Council. Second by Commissioner Lockhart. Unanimous vote, 5-0.

Attorney Russell then asks if there are any questions related to use of Authority vehicles and insurance coverage. Chair Jackson asks the ED to check on this issue and advise at the next meeting.

Next topic: defining ‘majority vote.’

IX. Committee Reports

a. Community Relations Committee—Commissioner Thurmond

Vice Chair Thurmond asks if, with Thanksgiving coming up, the Authority should set up an event at HESr. and if, for Christmas, we should also consider a gift-box event. Chair Jackson responds that we may have to wait and focus on lots of other stuff going on; consider partnering with others and, at Christmas, let them be with their families. Discussion ensues.

b. Development Committee—Commissioner Jackson

There is no Development Committee report.

c. Finance Committee—Commissioner Towns

There is no Finance Committee report.

d. Section 3 Committee—Commissioner Spiritis

There is no formal Section 3 Committee report, but Commissioner Spiritis notes a specific related case and that the Authority has to stand by Section 3 application dates; we can't make exceptions.

e. HCV Program Recovery Committee—Commissioner Spiritis

There is no HCV Program Recovery Committee report.

f. Marketing Committee—Commissioner Lockhart

Commissioner Lockhart notes that she's had two meetings—including one with the transcriber—since the Board said it wanted to create this Committee. She's looking forward to disseminating Authority information to stakeholders, she says, and to continue to brand us as effective in the community.

Attorney Russell says he's praying for ED Hurt and his upcoming surgery; the Board agrees.

Chair Jackson adjourns the meeting at 9:22 p.m. Next regular meeting is scheduled for July 1, 2020.

Action Items

The Board agrees by consensus that the Board and the ED should have access to the building (HESr.)

Chair Jackson asks ED Hurt to reach out to them (CRA/CDC) again about future initiatives and to send a letter to Annetta Jenkins.

ED Hurt also points out that Vice Chair Thurmond has been delivering 100 meals every day, every week, to HESr. residents and thanks her for her service. Chair Jackson suggests submission of an award for her and the Board agrees by consensus.

Attorney Russell then asks if there are any questions related to use of Authority vehicles and insurance coverage. Chair Jackson asks the ED to check on this issue and advise at the next meeting.