

**Riviera Beach Housing Authority  
2001 Broadway, suite 101  
Riviera Beach, FL 33404  
Regular Board Meeting  
Official Meeting Minutes  
Tuesday, June 11, 2019**

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) John Hurt, Chairman Delvin Thomas is present and presides. Commissioners Jessica Thurmond, Horace Towns and Glen Spiritis are present while Vice Chairman Jeffery Jackson is absent. Quorum.

Also present: Board Attorney Matthew Russell and Ron Davis, affordable housing consultant.

**Disclosures by Any Board Members**

There were no disclosures by any board members.

**II. Consent Agenda**

a. No Items

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

Commissioner Towns makes motion to approve the agenda as is. Second by Commissioner Thurmond.

ED Hurt seeks to remove Item #10C, Resolution 2019-08, from the agenda. Unanimous vote, 4-0.

**IV. Approval of Minutes—May 14, 2019 Annual Meeting**

Commissioner Towns makes motion to approve the Annual Meeting Minutes of May 14, 2019. Second by Commissioner Spiritis. Unanimous vote, 4-0.

**V. Approval of Minutes—May 14, 2019 Regular Meeting**

Commissioner Towns makes motion to approve the Regular Meeting Minutes of May 14, 2019. Second by Commissioner Thurmond. Unanimous vote, 4-0.

**VI. Financial Report—May 2019**

ED Hurt point out that, on top of each Commissioner's name plate is a pen titled with Heron Estates Senior, provided by the co-development partner, HTG.

ED Hurt then goes through each check register. In the Operating Account, #0223, the beginning balance was \$16,214 and the ending balance was \$3,913. He notes expenses, including webinars he took re support services management.

The NSP Account, #1501, started with \$1,989.34 and ended with \$3,711.71. Nothing extraordinary, Mr. Hurt says.

Ray Wells, construction project consultant, and Louise Pritchard, local resident, enter the meeting at 7:23 p.m.

ED Hurt notes some inspection services that Mr. Wells performed at East 30<sup>th</sup> Street (following work that had been done there) and, as a result of his inspection, work was corrected.

Regarding the Security Deposit Account, #2210, there was a five-cent difference between the start and end: \$1,006.26 and \$1,006.31.

The Restricted Account, #3322, started with \$860,537.32 and ended with \$798,443.49. It provided funding for development-related matters, ED Hurt says, including payment to the affordable housing consultant; appraisal of a parcel we're looking to develop; and a market study.

Commissioner Spiritis asks if the affordable housing consultant's fee is monthly; yes, ED Hurt says, but adds that the fee includes his entire team, including a lawyer.

The Operating Budget includes a revised budget from April and administrative fees increased from \$25,000 to \$65,000, ED Hurt says, while the NSP Budget for May is on target with expenses.

Chair Thomas receives the report for filing.

## **VII. Executive Director's Report—May 2019**

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

Heron Estates Senior is 85 percent complete, the ED says as he calls up Mr. Wells for his report.

Mr. Wells talks where the project stands, including issues of concern (countertops haven't been received, for example), status of appliances, flooring and plumbing. He estimates 12 to 14 weeks until completion

Chair Thomas asks why so much longer? Discussion ensues.

Then, ED Hurt turns to the status of the 100 applications chosen to compete for the 11 available RBHA-controlled units at Heron Estates Senior and that there are two people taking the lead on helping make decisions—staffers from the WPBHA and the Deerfield Beach HA—who are working PT on weekends to handle eligibility processing. Commissioner Thurmond has volunteered to help, ED Hurt adds.

With regard to the 50 units under control of the WPBHA, it received 147 applications in five days, ED Hurt says. The final applicants approved by WPBHA and RBHA must then both be approved by HTG's process in order to receive final approval. ED Hurt then discusses the overall application process, including unit price points.

ED Hurt then turns to Heron Estates Family. Both a nine-percent application and a SAIL application have both been approved, he discusses choices and describes path-forward ideas. He then calls up Mr. Davis for an update, who says he's been working with the development team on potential mixed-use projects in partnership with the nonprofit CDC.

ED Hurt then says he's still working to purchase 1130 W. Blue Heron Boulevard. The sales contract is active, the loan has been approved but an environmental report came back with some issues. After detailed reports with the city and HUD, his impression is it could be a project killer.

Commissioner Spiritis asks if we close on the purchase then learn there's an issue, will there be liability for us? Yes, says Attorney Russell. ED Hurt disagrees and explains why: if the city and HUD both approve it, our liability is gone.

Commissioner Spiritis talks about his environmental experience and why he has major concerns.

Commissioner Towns asks ED Hurt to send boardmembers copies of the environmental reports. Discussion ensues.

ED Hurt then brings up Section 3. Mr. Wells says there are three potential minorities who came forward to do cleanup, while Commissioner Spiritis gives a synopsis of how and why the board needs to ensure workers' pay is not lowballed on federally funded projects like this. He asks Mr. Wells if he checks.

ED Hurt responds 'we didn't take that on.' That is the responsibility of Gulf Building, the builder, he says. Discussion ensues.

b. Update on NSP Properties

ED Hurt says he met with the inspector about 30<sup>th</sup> Street but other than that, nothing of note.

c. Other Activities

ED Hurt says he took some meetings: with Commissioner Spiritis; with Riviera Beach Councilman Tradrick McCoy, who says he supports the RBHA; and with Councilman Doug Lawson, who said the same.

He then went through a list of Action Items and updates the board on what has been accomplished.

Chair Thomas receives the report for filing.

**VIII. Authority Report**

a. Attorney Matthew Russell

Attorney Russell focuses on the right way to note a second motion is received at meetings. The term that should be used is 'second' not 'seconded'—according to his 'bibles,' he says, two editions of Robert's Rules of Order.

**IX. Unfinished Business**

a. Review of RBHA By-Laws—1<sup>st</sup> Reading

Chair Thomas makes motion to un-table the item.

Commissioner Spiritis makes motion to un-table the Review of RBHA By-Laws. Second by Commissioner Thurmond. Unanimous vote, 4-0.

ED Hurt says there's one issue: Article 3, Section 7 related to RBHA board meetings and whether Commissioners have to be physically present in order to vote on agenda items.

Commissioner Spiritis makes motion to require boardmembers be present in order to vote on agenda items. Second by Commissioner Thurmond. Unanimous vote, 4-0.

ED Hurt then asks if the Financial Report can be put on consent and bring it off only if a boardmember has a question. Attorney Russell responds with a yes but members can't discuss any other changes of the bylaws tonight because public notice had not been provided. All that's supposed to be discussed is the physical presence issue, he notes. ED Hurt suggests a second reading in that case.

**X. New Business**

a. Resolution 2019-06: Approval of Transfer of Restricted Funds to Operating Account

ED Hurt reads the Resolution into the record.

Commissioner Towns makes motion to approve Resolution 2019-06. Second by Commissioner Spiritis.

Chair Thomas calls for a roll-call vote.

Yes: Chair Thomas, Commissioners Thurmond, Towns and Spiritis

No: none

Unanimous vote, 4-0.

b. Resolution 2019-07: Approval of the Loan for 1130 W. Blue Heron from the Florida Community Loan Fund

ED Hurt reads the Resolution into the record.

Commissioner Thurmond makes motion to approve Resolution 2019-07. Second by Commissioner Towns.

Commissioner Spiritis says he thinks the Authority should not move forward because of the environmental issues.

Chair Thomas asks about the 'time stamp' on the loan? ED Hurt says there's none, really; they'll work with us. He then asks Attorney Russell for his opinion.

Attorney Russell responds that it depends on the board's opinion. Chair Thomas says that perhaps we move forward with contingencies; Commissioner Spiritis suggests a change to the motion.

Commissioner Thurmond changes her motion to include the concern. Second by Commissioner Towns.

Chair Thomas calls for a roll-call vote.

Yes: Chair Thomas, Commissioners Thurmond, Towns and Spiritis

No: None

Unanimous vote, 4-0.

**XI. Committee Reports**

a. Community Relations Committee—Commissioner Thurmond

Commissioner Thurmond says there's nothing to report, but ED Hurt notes that she's in charge of contacting the first 40 of the 100 approved applicants and she's done 30 already.

b. Development/Section 3 Committee—Commissioner Jackson

There is no Development/Section 3 Report as Commissioner Jackson is absent.

c. Finance Committee—Commissioner Towns

There is no Finance Committee Report.

d. HCV Program Recovery Committee—Commissioner Spiritis

Commissioner Spiritis notes he met with the ED re the possibility of getting back the Authority's Section 8 vouchers and says he's been talking to a DC-based lobbyist. He then lays out potential actions—preparing a 'white paper' for instance—and points out Section 3 was turned over to him. Chair Thomas says he agrees. Commissioner Spiritis adds that he met with RBCRA's Annetta Jenkins and ED Hurt on the subject and described the meeting and plans.

**XII. Public Comments and General Discussion**

Louise Pritchard, a city resident, says she applied for Heron Estates Senior and came to the meeting just to hear if there were any updates.

Chair Thomas adjourns the meeting at 8:46 p.m. The next regular meeting is scheduled for July 9, 2019.

**ACTION ITEMS**

Commissioner Towns asks ED Hurt to send boardmembers copies of the environmental reports.