

Minutes of the Monthly Meeting of the
Board of Commissioners of the
Dania Beach Housing Authority
Held in the Meeting Room
4101 Ravenswood Road, Ste 320
Fort Lauderdale, FL 33312
January 13th, 2020 at 5:00 p.m.

The monthly meeting of the Board of Commissioners the Dania Beach Housing Authority met at 5:00 p.m. on the 13th, day of January 2020.

PRESENT

Bob Adams, Chairperson
William C. Winkelholz, Vice Chairperson
Gloria Black, Commissioner
Rosalind Curry, Commissioner
Ruth White, Commissioner

ABSENT (all excused)

Tamora Brown, Commissioner
Celeste Oatman, Commissioner (excused)

Non-Voting

Executive Director and Secretary Anne Castro
Ruchelle Hobbs, Contractor
David Tolces, Attorney
Lareina Matthews, Staff

The meeting was called to order at 5 p.m. by Chair Adams. Commissioner Curry led gave the invocation and led the Pledge of Allegiance. Motion to approve October and November board meeting minutes made by Commissioner Winkelholz and seconded by Commissioner Curry. Motion carried unanimously.

Reports

The Chair pulled the agenda item relative to the RFPs for Audit, Legal and Fee Accounting. The Executive Director gave a report on the process, the submissions and the evaluation committee. The Audit RFP had only one response, so that respondent and our current auditor Malcolm Johnson & Associates (Resolution 547) was awarded the bid. David Tolces PA was awarded the legal services contract (Resolution 548). Patti Tilchin & Associates was awarded the Fee Accounting Services contract (Resolution 546).

A motion was made by Vice Chair Winkelholz, seconded by Commissioner Black to approve Resolution 547. The motion passed unanimously.

A motion was made by Commissioner White to approve Resolution, seconded by Commissioner Curry to approve Resolution 548. The motion passed unanimously.

A motion was made by Vice Chair Winkelholz, seconded by Commissioner White to approve Resolutions 546. The motion passed unanimously.

The Executive Director then introduced consultant Ruchelle Hobbs, who presented the new voucher programs DBHA that have been awarded. They include Foster Youth, Mainstream and we are still waiting for Family Unification decision. We co-sponsored one of the programs with Deerfield Housing Authority. If we receive the third award, it will be a total of 105 new vouchers with HAP and Admin fees. Ruchelle reviewed a PowerPoint presentation explaining each program, the HAP amount and Administrative fee revenue.

The Executive Director reviewed the Monthly Financial Reports for September and October. She advised that DBHA just purchased lateral file cabinets for the new office for about \$3500 from Office Depot. These files are in a secure room, locked and hold tenant files.

She also reviewed the Occupancy and Eviction and Termination Reports. DBHA lost three tenants who are now deceased and one who withdrew from the program due to becoming self-sufficient. She also reported on the Accounts Payables and expense report and indicated there was no Bad Debt Write Off.

The Executive Director provided an update on Saratoga Crossings 1 & 2 and updated the construction turnover process and numbers as well as the lease up rate. She confirmed that Saratoga III is in the works and APC was in the process of funding application including CDBG and LIHTC financing. The Executive Director has also spoken to Centennial Bank about a bridge loan to purchase the property.

Old Business:

The Holiday Party was a huge success. Positive feedback was given for venue, food, and the entire evening.

The Executive Director indicated that the DBHA office will move back into Saratoga Crossings on or around June 1, 2020. We are waiting for tenants to create the habit of going to the leasing office for any issues. We will send out a "We're Moving" Mailer in May to all vendors and clients.

The Executive Director advised she would be writing a personal check for \$100 to continue in the HUD lawsuit for an award of approximately \$95,000 dollars. HUD funds can not be used to pay for the suit. She also advised about a fraud check for approximately \$7400 which Centennial caught and DBHA had their funds returned. The matter has been reported to BSO. The check was deposited to a DBHA client's account.

Chair Adams presented Vice Chair Winkelholz is plaque that corresponds to his naming on one of the Saratoga Crossings assets – Historical Preservation Center. The plaques have been placed on the buildings.

New Business:

There was a brief discussion of the Saratoga Crossings Grand Opening.

Residents/Citizens Comments: None

Executive Director Comments:

Board Comments: Vice Chair asked about the Addie Mae Chunn Park. Robert Chunn has asked about when a dedication would occur. It has not yet been planned. It will probably be incorporated into the grand opening event.

Meeting adjourned at approximately 6:32 p.m.