

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
On Monday, February 11th, 2019 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 11th day February 2019.

PRESENT

Bob Adams, Chairperson
Commissioner Gloria Black
Commissioner Tamora Brown (late)
Commissioner Ivie Cure
Commissioner Rosalind Curry

ABSENT

William Winkelholz, Vice Chair
Commissioner Ruth White

Non-Voting

Anne Castro
Dania Beach Mayor Lori Lewellen

The meeting was called to order at 5:01 p.m. by Chair Adams. Commissioner White requested an excused absence. In lieu of invocations, the board had a moment of silence to honor the Marjorie Stoneman Douglas victims. Mayor Lori Lewellen led the pledge. It was also mentioned that it was the anniversary of the victims of the Pulse night club mass shooting. Commissioner Black made a motion to move the minutes, seconded by Commissioner Curry. Motion carried unanimously.

Chair Adams welcomed Dania Beach Mayor Lori Lewellen.

Reports

The Executive Director then reviewed the month end financial reports for November and December of 2018. She reminded the board we are now in FYE for September 2019. She discussed the impact of Small Area Fair Market Rents (SAFMR) with tenants moving to areas of higher opportunity with higher rents and landlords request rent increases. She then reviewed the accounts payable. There was nothing out of the ordinary.

The occupancy and termination reports were reviewed. We have 475 vouchers of our total 535 vouchers on lease, for 88.5% utilization. We are reserving 44 vouchers for the PBV in Saratoga Crossings. We had one termination for no show and landlord has indicated it appears they vacated the unit and is starting eviction proceedings. We also had one person leave the independent after becoming self-sufficient.

Old Business:

The Executive Director provided an update of Saratoga Crossings. We appear to be under budget in on time. There was a contamination spot, which was remediated with guidance from Broward County EPA. Several of the board members met with Scott Strawbridge for the StepUp program. Application process is opening around July 1st with October 1st, 2019 occupancy. The phone number to call for the property management company regarding any interesting in leasing a unit is 954.656.4107.

Commissioners Brown, Cure and Curry were given their Nelrod Conference folders including airline tickets, hotel and conference registration documents.

New Business:

Resolution 2019-529 SAFMR 2019. The Board reviewed the SAFMR payment standards for 2019. The Executive Director explained the process for determining payment standards from HUD issuing the FMR's by zip code. DBHA groups the FMR's into groups of similar amounts. We currently have Zone 0 – 6. The zones are not necessarily contiguous zip codes. The agency then can set payment standards at 90 – 100% of the FMR. The payment standards are set with the HUD financial analyst to ensure the authority stays in the range and does not hurt our clients. The payment standard sheet was included with the resolution and the Executive Director explained how the utilities are factored in the standards. We also check the rent reasonableness of a property submitted for occupancy, so even if it within the payment standard, it may be over market rate. Lastly, we check the rental burden split for the client and agency, based on the client's income. It also will ensure we stay within our statutory budget authority for the fiscal year. A motion was made by Commissioner Black, seconded by Commissioner Cure and the motion carried unanimously. Commissioner Brown joined the meeting.

The Executive Director provided an overview of issuing RFP's for legal, accounting and auditing services. She asked for board members to volunteer to serve to create the RFP's. The Executive Director indicated she would provide samples of other HA RFP's for the same services. Each committee member should review the proposals, then compare and contrast each against the others. They will then then pick the best one that will work for DBHA, and submit a list of items to be removed, added or changed from that proposal. The Executive Director will then combine all comments into a final proposal for review. Once approved, it will be issued.

Legal

Robert Adams
Rosalind Curry
Gloria Black

Audit

Robert Adams
Tamora Brown
Ivie Cure

Accounting

Tamora Brown
Rosalind Curry
Ivie Cure

The Mayor asked how she could assist the housing authority with their goals. She spoke about being part of the League of Cities Mayors group. Several ideas and suggestions were discussed.

Citizens/Residents Comments: None

Executive Director Comments: The Executive Director will be serving on the Broward County Housing RFP committee for LIHTC property management.

Board Comments: None

Meeting adjourned at 5:59 p.m.