



DELRAY BEACH HOUSING AUTHORITY

REGULAR BOARD MEETING JANUARY 11, 2008 MINUTES

CALL TO ORDER

Meeting called to order at 8:50 a.m.

ROLL CALL

Joseph Bernadel - Absent
Angela Randolph - Present
Alfred Etienne - Absent
Sylvia Morris - Absent
Thuy Shutt - Present
Christel Silver - Present
Morris Weinman - Present

APPROVAL OF AGENDA

Motion to approve Agenda made by Commissioner Shutt. Motion seconded by Commissioner Silver.
All in favor. Motion passed.

APPROVAL OF MINUTES

Motion to approve minutes of December 14, 2007 Board Meeting made by Commissioner Silver.
Motion seconded by Commissioner Shutt. All in favor. Motion passed.

RECOGNITION OF VISITORS

Julie Swindler – Families First
Kathy Rainey-Homes – Families First
Kevin Kenny – The NCT Group
Dawn Guzzetta – Auburn Development
Chuck Ridley – Concerned Citizen

PUBLIC COMMENTARY

None

VIII. CONSENT

- a. Section 8 Coordinator's Report – Bridgette Huff
- b. Chief Financial Officer's Report – Naomi Durham
- c. Administrative/Grant Report – Nina Levine
- d. Families First Report - Kathy Rainey-Homes

Motion to approve Consent Agenda made by Commissioner Weinman. Motion seconded by Commissioner Silver. All in favor. Motion passed.

IX. CORRESPONDENCE

X. OLD BUSINESS

- a. President/Ceo's Report – Note was made that today's meeting would deal with Delray Beach Housing Authority "housekeeping issues". The Special Meeting scheduled for Friday, January 18 will be dedicated to redevelopment. It was recommended that in the future meetings be held in this

manner.

- b. Report from Kevin Kenny – NCT Group – Annual Audit – Year Ending 3/31/2007 – Mr. Kenny noted that HUD had accepted the DBHA’s audited submission for the fiscal year ending 3/3/12007. He made special note that he was extremely pleased that there were no proposed financial adjustments to be made to the financial statements. As in last year’s audit, once again, this year there no findings. Referencing the Management Letter, there was nothing of significance that needed to be brought to the Board’s attention. A few small items were mentioned and recommendations will be instituted relating to personnel files, the travel policy, credit card use, and vehicle related expenses. Changes to the travel policy will be instituted using the General Services Administration of the United States of America’s guidelines. In conclusion, Mr. Kenny stated that the audit was an excellent one.
- c. Approval of Architect Engagement with Colome´ & Associates – This item is for the engagement of services with Colome´ & Associates for the redevelopment of the Northwest 5th Avenue property. This will be the permanent new location for the Delray Beach Housing Authority. Approval was recommended. Motion to approve made by Commissioner Weinman. Motion seconded by Commissioner Morris. All in favor. Motion passed.

A discussion followed relating to the Northwest 5th Avenue property noting that Commissioner Shutt would assist with the design, ordinances, regulations, etc. relating to the project. Mr. Gil Pastoriza, legal counsel for the DBHA, mentioned that the growth potential of the organization needed to be kept in mind.

- d. Public Hearing – Resolution 2007-27 – Approving the Annual Plan for Fiscal Year Beginning 4/1/2008 – This item permits for comments from the public. At this time, the meeting was opened to the public and Mr. Chuck Ridley, a resident of the area, commended and praised the Board of Commissioners and staff of the DBHA on their efforts to assist low income citizens in obtaining housing. He also requested that efforts continue to be put forth in assisting persons of lower income giving them the opportunity to live in decent, safe, quality housing. He also noted that minority contractors should continue to be given the opportunity to participate in the redevelopment project.

X. NEW BUSINESS

- a. Resolution 2007-28 – Approving the Annual Operating Budget for Fiscal Year Beginning 4/1/2008 - The Chief Operating Officer described the new Budget, explaining additions, changes, allocations, etc. . After outlining several other expense items, approval was recommended. Motion to approve Resolution 2007-28 was made by Commissioner Weinman. Motion seconded by Commissioner Morris. All in favor. Motion passed.
- b. Interlocal Agreement with Palm Beach County – (Discussion Only) – This item is a result of a request made by the DBHA and Auburn Development to Palm Beach County Commissioner Addie Green, for assistance funding for the redevelopment of Carver Estates. This Agreement for an amount of \$1 Million must be spent in the public right of way. It has been reviewed by Mr. Pastoriza. A memo from him relating to issues of concern in the contract was included in the Board packets and was forward to the County. A revised Agreement is being prepared by the County of Palm Beach. It is expected to be received shortly. Mr. Pastoriza noted that the DBHA would be reimbursed in the amount of \$1 Million in construction costs and certain improvements in and around the Carver Estates area. Documentation will be required in order to obtain payments, Also, there are insurance requirements that contractors are required to have. Auburn Development will be handling this and will need to be made aware of the requirements. This will be discussed with Auburn at the January 18 Special Meeting.

XI. COMMISSIONER COMMENTS

None

XII. ADJOURNMENT

Meeting adjourned at 10:35