

Daytona Beach Housing Authority

July 15, 2022 Regular Board Meeting 10:00 a.m.

- I. Call to Order** - Chair Daniels called the meeting to order.
- II. Roll Call** - Commissioners Jass, Jamison, Brown-Crawford, Murphy, and Daniels were present.
- III. Invocation** - Invocation was led by Charles Woodyard.
- IV. Recognition of Visitors** - A resident at the WM at the River, came before the Board. She told the Board that she was interested in what's taking place.

Mr. Woodyard stated that there are representatives from BGC and Allied Orion in the room. There are also some BGC members listening in on the Zoom call.

Mr. Woodyard stated that he brought in representatives from BGC because there has been an increase of complaints from the WM at the River. Mr. Woodyard stated that higher officers will be in the following week, from Wednesday to Friday, on site at the WM at the River. There will also be someone from the Housing Choice Voucher Program present. Individuals can come in on an individual basis and share any property management concerns with Allied Orion. If there are Section 8 or Housing Choice Voucher concerns, there will be a representative from the Housing Authority.

Once operating hours are determined, property management will send out a notice to the WM residents to say what the availability is.

V. Public Comments (limited to 3 minutes each) - None.

VI. Approval of Minutes

1. Regular Board Meeting - June 18, 2022 - Commissioners

Present: Jass, Jamison, Brown-Crawford, Murphy,

Daniels - Commissioner Murphy made a motion to approve regular Board meeting minutes. Commissioner Jass seconded the motion. Unanimously approved.

VII. Changes to the Agenda - Mr. Woodyard wanted to add an item to the agenda based on something that came up the previous day. The Board attorneys advised that they would like the Board to adopt a resolution for the Brentwood property that allows Mr. Woodyard to sign the closing documents. This was added to the agenda under business action items, Resolution 2023-02, Authorize CEO to execute closing documents on behalf of the Daytona Beach Housing Authority for the purchase of property located at Brentwood Drive. Commissioner Jamison made a motion to approve the changes to the agenda. Commissioner Jass seconded the motion. Unanimously approved.

VIII. Consent Agenda - Commissioner Jass stated she would like to pull this item from the Consent Agenda and get more information. Item moved to agenda Item X.

(Consent agenda items are not expected to require review or discussion. Items will be enacted by a single motion. If discussion is desired by a member of the Board, then that item will be considered separately.)

IX. Real Estate Development - Mr. Woodyard stated that he didn't have a report. Staff has completed review work of the Brentwood project. There are 30 days remaining in the due diligence period. He stated that it's up to HUD to finish it in the time that they need.

Commissioner Jass asked Mr. Woodyard to discuss further what the plans are for Brentwood for the residents that are in attendance.

Mr. Woodyard stated that the Brentwood property is near the corner of Brentwood Drive and Vine Street. It's six and a half acres. It's adjacent to the old YMCA building. It's owned by an Islamic group of professionals who want to take the proceeds from the sale and fix up the old YMCA and turn it into a community center.

Mr. Woodyard stated that the Housing Authority plans to rezone the Brentwood property for multi-family use. The plan is to do 130 units, with a mix of low-income families.

Chair Daniels asked about Tuscowilla. Mr. Woodyard stated he hasn't met with anyone. He did attend a Midtown Board meeting, and it didn't come up.

Mr. Woodyard stated that he has met with the City of Daytona Beach's Community Development staff and its new Community Development Director, Ken Thomas. Mr. Woodyard stated that any decision to pursue a Choice Neighborhood Grant with the City would be for next year.

X. Business Action Items

1. Resolution 2023-01, Eliminating Mutual of America

Post-Retirement Group Life Term Life Policy - Mr.

Woodyard stated that the CFO, Dominic Morgese, would present the resolution.

Mr. Morgese stated that the resolution is regarding a provision in the summary plan description for group term life insurance. The provision entitled employees who retired at the age of 62 with 15 years of service with a \$5,000 term life policy. Staff is recommending stopping the provision due to cost. Mr. Woodyard stated they can work on an alternative.

Commissioner Brown-Crawford asked how many employees are on the plan. She asked if there is any cash value based on what was paid into it.

Mr. Morgese stated that a term life is only worth something as it's being paid into it. The benefit is a death benefit.

Commissioner Brown-Crawford asked how much has been paid into it. Mr. Morgese stated that the Housing Authority is paying \$124 a month for one particular employee. He stated there are about a dozen folks. The rates vary.

Commissioner Brown-Crawford asked how the employees will be notified. Mr. Morgese stated that that is the next step.

Mr. Morgese stated that they're in the process of shopping around for a new policy. Chair Daniels stated that the money won't be taken away from the people who were already entitled to it. The money will be allocated to them in another way. The amendment is not to take any benefit away from the employees. This particular policy will be ended, and the benefit will be given to them in a different way.

Commissioner Jamison stated she's concerned about getting a hold of the retired employees before the policy is turned off. Mr. Morgese stated that the policy would not be shut off for the retired

employees. The 12 retired employees will be grandfathered in as legacy recipients.

Commissioner Murphy made a motion to approve Resolution 2023-01. Commissioner Jass seconded the motion. Unanimously approved.

2. Resolution 2023-02, Authorize CEO to execute closing documents on behalf of Daytona Beach Housing Authority for the purchase of property located at Brentwood

Drive - Commissioner Jamison made a motion to approve Resolution 2023-02 as stated. Commissioner Jass seconded the motion. Unanimously approved.

XI. Old Business Items - No old business.

XII. Monthly Performance

1. Customer Satisfaction

a. ROSS Grant update - Mr. Woodyard stated that he has one of the last official acts of the outgoing chief operating officer. The ROSS application was submitted to HUD. He stated he believes there will be an FSS grant application submitted as well.

b. HCV Staff Relocation - Mr. Woodyard stated that if someone is on the street trying to find the Daytona Beach Housing Authority, that they have to know where they're going

as there are no signs to let people know where it is. When someone comes in, they have to deal with a security guard because all the staff is on the third floor. The security guard role has evolved into making copies and giving advice, which was an issue for Mr. Woodyard.

Mr. Woodyard stated that one of the attendants moved out of their space on the first floor and moved to the second floor. Mr. Woodyard stated that most of the Section 8 Specialists will be moving down to the first floor. He would like to create another door for clients to come in to the front of the building. The security officer can do the security job, but the Section 8 receptionist can take it from there and escort people to the specialists.

2. Housing Solutions

a. Picerne update - Mr. Woodyard stated that he assumed that the Housing Authority has a repository for all of the official documents or real estate transactions. That doesn't exist. He's been discussing the issue with

Attorney Gilmore's partner. He got the documents from the attorney. He stated that something needs to be done.

There is a two-year window for which the Housing Authority has the option of the Right Of First Refusal if someone comes in and negotiates with a developer and a member of a general partnership and limited partners. The Housing Authority is within the two-year window. Picerne has withdrawn from the ownership.

The Housing Authority is at the end of its 15-year compliance period. The limited partners have made their money. Mr. Woodyard believes the Housing Authority is in a sweet spot as far as negotiating with them.

3. Financial Strength -

a. May Finance Report - Mr. Morgese provided a six-page income statement covering 11 months through May 31, 2022. Mr. Morgese discussed the income statement with the Board members. Commissioner Brown-Crawford asked a question about account 4190, with miscellaneous expenses, and how it got to a negative. Mr.

Morgese stated that there was probably a payout through the expense account, either a refund or something. He stated he will research it and get Commissioner Brown-Crawford an answer.

He stated that whenever there is a credit balance in an expense account, it means something was refunded.

Commissioner Brown-Crawford commended Mr. Morgese and stated that the income statement is very easy to read and understand. Chair Daniels also stated that the statement is easy to read, self-explanatory, and thoroughly done.

4. Innovative Systems - Mr. Woodyard stated he didn't have anything for Innovative Systems but let the Board know that staff held off on doing technology improvements. He stated he will start moving ahead with technology infrastructure improvements.

5. Employee Success - Mr. Woodyard stated that the time is coming up for the Board to do an evaluation on him. He stated that he basically has the information together but would like to put it in a packet for Board members. Chair Daniels stated that when it's

evaluation time, Mr. Woodyard will send it to the Board members. Attorney Gilmore stated he will discuss it with Mr. Woodyard.

XIII. CEO Comments - None.

XIV. Commissioner Comments - Commissioner Murphy had no comments. Commissioner Jass had no comments.

Commissioner Jamison stated that she wanted to pay homage to the person who was formerly a member of the Board, Mary McLeod Bethune. Commissioner Jamison discussed the statue. She stated that when they go to Washington, she hopes there are a couple of free hours to go see the statue.

Commissioner Brown-Crawford stated that she would like to make sure the Board has talking points when she goes to Washington. She wants to make sure the Board is informed on what's current and most important.

Mr. Woodyard stated that staff and commissioners need to get together and decide on what the legislative agenda will be. He stated that the best thing to do is have something organized and put together that commissioners can talk from and hand to the legislators when they meet.

Commissioner Brown-Crawford asked if it must be made public if all the commissioners are meeting together prior to going to the conference. Attorney Gilmore stated that if there's a gathering of commissioners and it's not a

strictly social event, the meeting has to be advertised and allow access to the public and have minutes.

Attorney Gilmore stated that the commissioners are going to Washington to inform legislators about issues. Attorney Gilmore stated it's always good to get talking points about the uniqueness of what is happening in Florida.

Chair Daniels thanked Commissioner Jamison for mentioning Mary McLeod Bethune. Chair Daniels thanked Mr. Woodyard for the good job that he's doing.

Commissioner Jass stated that tenants have been getting notices about back rent or late rent.

Mr. Woodyard stated that he has heard the concerns and there was a lengthy meeting the day prior with Allied Orion and BGC to talk about how the issues will be addressed.

Executives from Allied Orion will be flying in to meet with the residents on Wednesday through Friday of the following week. A notice will be sent out to everyone.

XV. Adjournment - Chair Daniels adjourned the meeting.

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