

Daytona Beach Housing Authority

May 21, 2021 Board Meeting

- I. Call to Order** - Chairman Daniels called the meeting to order at 10:05.
- II. Roll Call** - Commissioners Jass, Ivey, and Daniels were present during roll call. Terril Bates stated that Commissioner Brown-Crawford would be delayed, and Commissioner Jamison would join remotely. Commissioner Brown-Crawford joined the meeting at 10:16. Commissioner Jamison joined the meeting via Zoom at approximately 10:20.
- III. Invocation** - Commissioner Ivey led the invocation.
- IV. Recognition of Visitors** - Mr. Patrick Henry was recognized.
- V. Public Comments** - Mr. Patrick Henry stated some concerns that he had. He asked the board what has been done to address workforce housing, affordable housing and what has been done in the past three to four years to address the issue. The second question he asked the board was what the vision is for the upcoming year for the housing authority and what's being done as it relates to the number of vouchers outstanding for people waiting on Section 8. Attorney Gilmore told Mr. Henry that the housing authority won't address the questions in the meeting, but there will

be a written response that will come to him that will also become a part of the record.

VI. Approval of Minutes

A. Regular Board Meeting April 16, 2021 - Commissioner

Ivey asked Chairman Daniels to move the approval of the board meeting minutes to next meeting due to the other commissioners being absent. Attorney Gilmore suggested moving the item to the end of the meeting as the other commissioners are expected to attend.

Commissioner Ivey made a motion to move the item to later in the agenda.

Commissioner Jamison made a motion to accept the minutes. Commissioner Ivey seconded the motion.

Unanimously approved.

VII. Approval of Agenda - Attorney Gilmore reminded Chairman

Daniels of the two-hour limit for the meeting. He doesn't believe the limit will occur at the meeting. Ms. Bates stated that staff prepared the agenda in an effort to meet the two-hour limit.

Commissioner Ivey suggested being cognizant of the timeframe, but it might be difficult to stick to the two-hour limit due to major decisions that need to be made and the length of the agenda.

Attorney Gilmore suggested going ahead with the agenda but reminded Commissioner Ivey that the board can deviate from the projected times on the agenda.

Commissioner Ivey made a motion to approve the agenda as stated. Commissioner Jass seconded the motion. Unanimously approved.

VIII. Bond Counsel - Jean E. Wilson, Esq., Greenberg Traurig -

Mr. Jean Wilson attended via zoom and provided an update on the status of the financing for the WM at the River project. He stated that the authority is serving in two roles. One role is as the conduit issuer of the bonds. The proceeds of the bonds will be used to finance the rehabilitation of the project.

The other role is as co-developer of the project itself.

Mr. Wilson stated his presentation will focus on the authority's role as the conduit issuer of the bonds.

Mr. Wilson stated there was a kickoff call with the financing team. There was \$28 million of volume cap allocation received from the state, which expires on August 28th.

Mr. Wilson stated that the authority obtained a letter of intent on the purchase of the tax credits from Redstone. He stated that Bank of America has expressed interest and is

involved to serve as construction lender. They have an affiliation with Redstone, so they typically work together. Fannie Mae is underwriting the deal for the permanent loan under what is called its MTEB program, which uses the mortgage-backed securities as collateral for the bonds. Mr. Wilson discussed different documents. The first category he discussed was the authorization documents. The bond inducement resolution was approved last year, which was a requirement. The next action that the authority is being asked to take in connection with the financing would be a bond resolution that will approve the various documents that the authority will be asked to sign. The bond resolution will have attached to it the form of each of the various documents. The resolution will approve the chair and the CEO to execute and deliver various documents. Mr. Wilson stated that instead of coming to the board with all the documents and having the board meeting be the place where the details of the documents are received, he recommended having a workshop. He stated that if the board is interested in the workshop, he suggested directing Ms. Bates and Mr. Wilson to coordinate it with the working group so they can schedule the preparation and finalization of the documents. The workshop would need to be scheduled

before the bond resolution is brought to the board for consideration.

Commissioner Brown-Crawford asked Attorney Wilson if the board should do the workshop with Attorney Wilson before the bond resolution. Attorney Wilson stated that the workshop should be done with the development council because the development documents are more involved. He stated that with the authority also serving as co-developer, there's more involved. He suggested that the development council, Attorney Gilmore, and Attorney Wilson be part of the workshop.

Commissioner Brown-Crawford suggested having the workshop in June since the closing is scheduled for July.

Ms. Bates stated that she sent the list of the documents that Reno & Cavanaugh prepared to the commissioners and Attorney Gilmore three weeks ago. She stated she resent them last week.

Attorney Gilmore agreed that the workshop needs to occur. He suggested calling it a special meeting in case actions need to be taken.

Chairman Daniels asked how long the workshop will take.

Commissioner Brown-Crawford suggested a time limit for the meeting. Attorney Gilmore agreed that a time limit of two hours should be a target. Commissioner Ivey doesn't think

two hours will be enough due to the amount of money involved. Commissioner Ivey thinks it'll take four to six hours.

Chairman Daniels stated that the workshop will be scheduled for two hours. Commissioner Brown-Crawford suggested giving each of the three attorneys one hour. Attorney Gilmore stated that the recommendation will be to pass a resolution to allow the CEO to sign documents as needed. Attorney Gilmore stated that everything is time sensitive and convening a meeting every time a document needs to be signed will not work.

Attorney Gilmore stated that allotting an hour to each of the three attorneys is a good idea, but he'll give most of his time to Attorney Wilson.

Chairman Daniels agreed to three hours for the workshop. Ms. Bates told the commissioners that there has been a legal call every week for the last two months. She stated that there are about 15 total attorneys involved in the transaction.

Chairman Daniels suggested June 17th for the workshop at 2:30 to 5:30 p.m.

Commissioner Ivey asked if the \$28 million is cash into the deal. Ms. Bates stated that the bonds are intended to cover the construction cost. The construction loan would take out

the bonds. The permanent financing would take out the construction loan. The bonds are intended to ensure that there's money available for the construction period until a permanent loan becomes a part of the deal.

Attorney Wilson stated that the \$28 million will be used for the project, but it'll also pay the cost of issuance which would include the fees of all the various professionals involved. The only cash from the bond proceeds that won't be used directly towards the project will be used to pay the cost of issuance.

Commissioner Ivey asked if the authority would get paid from the issuance of the bond. Ms. Bates stated she submitted a proposal for the bond fees for the housing authority. She asked Attorney Wilson if the proposal was consistent with IRS. She stated the authority would get paid as the bond issuer at bond closing. The authority would get developer fees later on as the developer side.

IX. Development Update - Holly Knight, BGC Advantage - Holly Knight with BGC Advantage presented a brief update. She stated that WM at the River is progressing nicely. Ms. Knight told the board that the legal team will be asking for the board to approve documents in June in anticipation of submitting to HUD the closing package which takes 45

days for them to approve. Ms. Knight stated that permitting is progressing as well.

Ms. Knight stated that there is around \$53 million in total sources. She believes there is a good plan for financing. There will be public offering made but there will be mortgage-backed securities, which means that there will be a better buying population because people who buy tax exempt bonds and people who buy mortgage-backed securities will both be in the market when the authority goes to market for the bonds.

Ms. Knight stated that the limited partnership from Redstone is expected soon, which means closing is getting close.

Regarding Daytona RAD family, Ms. Knight stated that bids have been received but they have not yet been awarded. There are three companies that have responded. The award should be made by next week. The financial partner has not been awarded yet. One more offer is expected. An announcement should be made within the next couple of weeks regarding who has been selected as the equity provider.

Ms. Knight stated that there was a conversation with the residents to get their input and hear what things were important to them. BGC Advantage gave the residents their ideas.

Commissioner Ivey asked Ms. Knight about the retention issue. He believes it is important to have a conversation with the new city manager. Ms. Knight stated she would speak with the new city manager. She said they met with the waterway regulators and had some discussion.

Ms. Bates told the commissioners that for the Windsor Maley project for the last two weeks, there have been seven visits by investors, inspectors representing investors, insurance companies representing the investors. Vacant units have been offered so that the residents aren't disturbed as much. The residents who are being disturbed are being given gift cards.

X. Consent Agenda

Matters included under the consent agenda are self-explanatory and are not expected to require review or discussion. Items will be enacted by one motion. If discussion is desired by any member of the Board, that item will be removed from the consent agenda and considered separately. Commissioner Ivey made a motion to approve the consent agenda. Commissioner Jass seconded the motion. Unanimously approved.

A. Resolution 2021-21 Agency Disaster Preparedness Plan.

Recommendation: The chief operating officer recommends approval.

B. The May 2021 write-offs for the AMP 1/High-rise Community (Maley) in the amount of \$17,098.31
Recommendation: The property manager recommends approval. This action allows the debt to be removed as an outstanding receivable and is recorded to HUD's national database and forwarded to our collection agency.

C. The proposed May 2021 Disposal Asset Report in the amount of \$26,959.68
Recommendation: The Director of Finance recommends approval. This action updates our physical assets and allows items to be removed from our inventory which is reflected on our balance sheet.

XI. Old Business

A. Homes Bring Hope Lot Request - An advisor for Homes Bring Hope, Anne Evans, who is also a member of the Halifax Urban Ministries board presented to the board. Ms. Evans stated that she has come before the board to ask the board to consider going into partnership with them. The authority would deed some lots that are located on Vernon Street. Homes Bring Hope would build homes on the lots, which would be available for residents within the housing authority. They would be available for purchase at cost and Homes Bring Hope

would work with the residents through the entire purchase process.

Ms. Evans stated that Homes Bring Hope helps people become homeowners through purchasing homes that are already on the market, which is difficult at the moment. Another way they help is they buy homes to rehab. The third way they help is to secure lots and construct new homes. The homes would be 1,800 to 1,900 square feet, three bedrooms, two baths, with a garage and indoor laundry.

Ms. Evans stated they would show the partnership with the housing authority by putting up a sign at Vernon Street that says it's a joint project of Homes Bring Hope and the Daytona Beach Housing Authority. She stated they're also open to suggestions from the commissioners for how the partnership can be made public.

Commissioner Brown-Crawford asked Ms. Evans if Homes Bring Hope would pay for all the construction in building the house. Ms. Evans stated that was correct. She said they would then sell the house at cost. Ms. Evans stated she would like all the lots on Vernon Street.

Ms. Bates asked Ms. Evans if there would be any distinction in the homes. Ms. Evans stated there would be no difference. They would be the same type of home. Attorney Gilmore asked Ms. Evans if there were completed homes that the commissioners could look at. Ms. Evans stated that they don't have any at this point in time. They received five lots from the City of Daytona Beach about two weeks ago.

Attorney Gilmore asked Ms. Evans how Homes Bring Hope receives funding. Ms. Evans stated that Homes Bring Hope is a FBH community organization. It is funded from the Hosseini Foundation.

Ms. Evans stated that for this project, Mrs. Hosseini brought together some community leaders and they have each contributed \$100,000, which goes into a fund. The startup costs would come from the fund. The money that is received from the sale of the home would go back into the fund so it could be used to build another home.

Chairman Daniels told Ms. Evans that if the housing authority did entertain the idea, he would like a reverter clause in the contract. Ms. Evans said they would not have a problem with that.

Ms. Evans stated that when someone sells a house that's been purchased at cost, there is a cap on how much profit the seller can make. This way, the house can be sold again as affordable housing.

Commissioner Jass asked Ms. Evans who could apply for the home. Ms. Evans stated it would be up to the housing authority, but Homes Bring Hope's preference would be to give first preference to current residents of the housing authority.

Commissioner Jass asked Ms. Evans how the residents would apply for the homes. Ms. Evans stated the residents would apply through the housing authority.

Ms. Bates told Commissioner Jass that the housing authority doesn't have authority to work with anyone outside of the housing authority residents.

Chairman Daniels asked Ms. Evans what she needs from the housing authority. Ms. Evans stated that Homes Bring Hope would need something from the housing authority that would give them the authority to build on the lots.

Ms. Bates stated the housing authority would need to prepare the application. A board resolution would be needed. In the application, the board would list possible intention to partner with a non-profit.

Mr. Gilmore stated that it's a wonderful opportunity but it's not unique. He stated he could bring some more information to help with the framework to the board retreat.

Ms. Bates met with the staff of City of Daytona Beach to better understand the down payment assistance. The city receives CGB money, which is around \$600,000. Ms. Bates has not been successful in getting anybody to get the money.

The staff of City of Daytona Beach stated that they would check the regulatory issues involving possible administering of down payment assistance funds by the housing authority. They later advised that there is no conflict.

The staff of City of Daytona Beach is working on an MOU agreement.

B. Pilot Funds - Ms. Bates stated that after having sent a second request, she still has not received an answer. Ms. Bates suggesting adding that to the list of items to discuss with the new city manager.

C. Riviera Beach Commitment Date - Ms. Bates reached out, as the board asked. Ms. Bates has not yet received a response from the board.

Commissioner Brown-Crawford asked Ms. Bates what they're bringing to the housing authority.

Ms. Bates stated that Riviera Beach said the developer would be doing the speaking.

Commissioner Ivey stated that he asked Riviera Beach Housing Authority to come and brief the Daytona Beach Housing Authority on their process and their success on what they are doing and to give ideas so that they can move forward. Commissioner Ivey stated that the Riviera Beach Housing Authority does things that cut down on the timeframe of the construction process.

Commissioner Ivey suggested looking at concepts of other housing authorities to get ideas.

Attorney Gilmore doesn't think other housing authorities should be compensated for giving ideas.

Chairman Daniels stated that he heard from different housing authorities at various conferences.

Commissioner Jass stated she spoke to commissioners from Mississippi about RAD and they weren't happy about it at that time. She said the commissioners from Mississippi said they had trouble filling the apartments.

Attorney Gilmore stated there will be a process no matter who the housing authority works with. He said favoritism should not be shown.

Attorney Gilmore spoke about an issue that was in the newspaper regarding Tampa Housing Authority. The Tampa Housing Authority partnered with a developer to do a redevelopment within a half mile where there was a prime piece of city-owned land available. Tampa Housing Authority bid on developing the property. The group with the Tampa Housing Authority won the bid, which was announced by the mayor, which still needed to be approved by the city council. The newspaper reported that the mayor's nephew worked for the developer. Another newspaper article reported that the developer donated \$10,000 to the mayor's campaign. The next newspaper article reported that the mayor's partner works for the lobbying firm for the developer. There was a community activist, Joe Robinson, who was on the selection committee, who suggested that all of the information that had to do with minority recruitment be thrown out. Attorney Gilmore stated that now the assertion in the appeal is that because it was thrown out, that's what gave enough points to the developer. Attorney Gilmore was called to find out

the connection between Joe Robinson and the Tampa Housing Authority. There was then another newspaper article that reported that the Tampa Housing Authority had renewed a contract with Joe Robinson the month before he got put on the selection committee that's worth up to \$75,000.

Attorney Gilmore stated that the Tampa Housing Authority wanted to discuss the events at the board meeting, which Mr. Gilmore advised them not to.

Mr. Gilmore told the Daytona Beach Housing Authority that being concerned with appearances, even if later you get vindicated, the media doesn't care. Mr.

Gilmore told the commissioners to follow the process. Commissioner Brown-Crawford suggested including who's coming to the meeting, instead of committing to a date and not know who's coming.

D. Search Firm - Ms. Bates stated that Commissioner Ivey wanted this item added to the agenda. Commissioner Ivey stated he thought something was supposed to be back to the board by the 18th before the board can start looking at who they're going to hire for the search. Ms. Bates stated it's been posted, and it was extended to the 25th to get enough time. She said that so far, procurement received one inquiry and one

package. So, the time was added to hopefully get more. Ms. Bates asked the commissioners what they want to have happen after the date. She stated that they can't be opened until the final closing date of the proposals, which is May 25th.

Ms. Bates stated that it is usual that responses come in on the day of. If a proposal is done for 30 days, most responses come in an hour before the cutoff date. If three responses are not received, another source would be looked at, and it would be issued for an additional period of time.

Commissioner Brown-Crawford asked Ms. Bates if the board has to come at the same time or if the individual commissioners can look at the responses.

Ms. Bates stated if the commissioners come in at the same time, it would be a special board meeting. If the commissioners come in individually, they should come in on the same day.

Attorney Gilmore told the commissioners if they want to review the responses together, there needs to be a special board meeting. Mr. Gilmore stated that the pool of people who do this type of recruiting is small.

Chairman Daniels suggested coming in individually and scoring them. Ms. Bates stated that if they're individually scored, nothing could happen. Chairman Daniels suggested that it could be discussed at the next board meeting.

Commissioner Ivey suggested all the commissioners coming in at the same time.

Commissioner Brown-Crawford suggested coming in on the 27th, score the responses, and then have a special meeting on the 27th.

Chairman Daniels suggested coming together on Friday, May 28th at 10:00 a.m. to do the scoring together. This will be considered a special meeting where the commissioners will score and make a selection.

Commissioner Brown-Crawford suggested meeting at 9:30 a.m.

Ms. Bates told the commissioners that the packets will be opened at 2:00, and the opening will be recorded. The commissioners will receive the open packet along with a scoring sheet, a disclosure statement, and a couple other documents. Ms. Bates stated that the procurement person could be available on Zoom for any commissioner questions, as Ms. Bates would not be part

of the process. Commissioner Brown-Crawford requested the procurement person to be available on Zoom.

XII. New Business

A. Resolution 2021-22 Transfer of 6 Lots on Vernon and South Street to the Daytona Beach Housing Development Corporation to build affordable housing.

Commissioner Brown-Crawford asked if the lots are transferred to the housing development corporation, if any non-profit or anybody that business was requested, who would deed the property? Ms. Bates stated that it would. When the property was transferred to the development corporation and the development corporation wants to transfer it to someone else, they would have the legal costs to transfer as well.

Chairman Daniels stated that Ms. Bates said that the housing authority can build houses as well. They don't have to be built through the housing corporation. So, nothing needs to be transferred because the housing authority has the power to build and vote without moving it.

Commissioner Brown-Crawford suggested waiting on the resolution due to considering partnering with someone. Chairman Daniels agreed with Commissioner Brown-Crawford.

Attorney Gilmore told the board that the meeting is coming up on two hours. He stated that a commissioner would need to make a motion to extend the meeting for a certain period of time.

Commissioner Brown-Crawford made a motion to extend the board meeting for another 45 minutes, if needed.

Commissioner Ivey seconded the motion. Unanimously approved.

Commissioner Ivey stated that the process that's been started should be completed at this point.

Commissioner Ivey made a motion to approve Resolution 2021-22.

Ms. Bates stated that when Kara Lennard did the mapping, South Street is at the back end of Vernon Street. She mentioned this to inform the commissioners why South Street was added to the resolution. It would fit in with the group, although it was not the direction.

There was no second to Mr. Ivey's motion, so the motion dies.

Chairman Daniels told the commissioners that property does not need to be moved to the housing development corporation to build on it. It does not need to be done twice and pay for it twice.

Attorney Gilmore stated that the process is going to be the same. The process can move forward no matter where it is. The resolution can be revisited if need be because the process is going to take a while.

Commissioner Ivey asked if the development corporation was needed. Ms. Bates stated that the development corporation is needed. It's part of the application in RAD and part of the application with HOPE VI. Ms.

Bates stated that if the development corporation had independent funds or assets, it could do things differently. But because it's not funded, it's reliant on the housing authority. Its purpose in HOPE VI was to be the non-profit. The purpose in the RAD deals is to be the non-profit.

Attorney Gilmore agreed that the development corporation is needed. He stated that not-for-profits that are formed as instrumentalities normally say in their formation that they exist to support the goals and missions of the housing authority. They're not there to perpetuate their own agenda.

Commissioner Brown-Crawford stated that it makes no sense to transfer the lots to the development corporation, especially since it's all six lots.

Commissioner Ivey stated that the process has been started to move it forward and it will only be transferred one time, the funds have been identified to be transferred into the development corporation. Commissioner Ivey believes it is more advantageous to build more than one house at a time than to build one. Commissioner Jamison stated she does not want to backtrack, and the movement of money was a step forward. Chairman Daniels told Commissioner Jamison that money is not being moved.

Ms. Bates stated that the conversation at the moment is not about money but instead about the transfer of the lots from the housing authority to the development corporation.

Chairman Daniels informed Commissioner Jamison of the Homes Bring Hope lot request. He also told Commissioner Jamison that the discussion that's been taking place is regarding the transfer of lots from the housing authority to the housing development corporations, which fees would need to be paid twice. Chairman Daniels stated that the housing authority can do business and not move anything to the housing development corporation. If the board wants to move the lots, it can be done from the housing authority.

Commissioner Ivey clarified with Chairman Daniels that the process to move forward would not be stopped.

Commissioner Ivey asked Attorney Gilmore why the fees for transferring lots is so high. Ms. Bates stated that part of it has to do with the history of the lots. It would have to be determined if HOPE VI funds were attached or if there were restrictive covenants. Ms. Bates stated that Ms. Lennard is researching whether or not HOPE VI funds can be used for pre-development costs.

Commissioner Ivey stated that the cost for the transfer of the lots is the research.

Commissioner Brown-Crawford asked if the lots were transferred today to the development corporation and down the road it was decided to partner with a non-profit, would the fee have to be paid again, which the answer was yes. She asked why transfer the lots now if the fee would have to be paid twice. Commissioner Brown-Crawford stated the resolution should be put off until a later date.

Attorney Gilmore agreed with Commissioner Ivey that most of the cost for the transfer of lots has to do with research. He reminded Commissioner Ivey that the resolution included all of the lots.

Attorney Gilmore told Commissioner Ivey that the board needs to move to the next resolution in order to move the process forward.

B. Resolution 2021-23 Development of Lots/Pre-Development

Costs - Ms. Bates stated that there needs to be a clear trail about whatever transactions happen.

Resolution 2021-23 was to authorize the staff to spend an amount not to exceed \$50,000 to pay for the property transfer, which was based upon the passing of Resolution 2021-22.

Ms. Bates told the commissioners that when they get to approval of the budget, the COCC ends up with \$13,000 for the year. Ms. Lennard is researching HOPE VI. Ms. Bates stated there is a lot of money to spend without the board being clear.

Ms. Bates stated that part of the first resolution was authorizing the housing authority to move forward with getting the application. Some legal work would need to be done because the housing authority needs to show that they are legally able. Ms. Bates stated that the amount quoted was for all six lots together.

Commissioner Brown-Crawford made a motion to approve Resolution 2021-23 development of lots/pre-development costs.

Attorney Gilmore stated that the fees are projected.

Mr. Gilmore suggested adding in getting release of the DOT on the lots if necessary.

Commissioner Brown-Crawford made a motion to approve Resolution 2021-23 development of lots/pre-development costs and making sure that all the process that's needed to submit the application.

Commissioner Ivey seconded the motion. Unanimously approved.

C. Resolution 2021-24 Approval of the HACDB Fiscal Year

2022 Operating Budget - Commissioner Ivey stated when he was looking at staff salaries, he wanted understanding on why the assistant manager was making more than the property manager. Ms. Bates stated she needed names. She said that there is one manager who is part-time with no benefits, and her hourly rate is higher. She asked to look at the detailed information. Ms. Bates stated that there is an assistant property manager that has a higher hourly rate than the managers. The reason is she works 20 hours per week, does not have benefits, and does not get paid for holidays. The HVAC person is paid more than the supervisor because he repairs air conditioners and there is a special license and credential that's

required. Ms. Bates stated that in the environment, no one could be hired for less.

There is a maintenance supervisor that is four dollars higher than the property manager as well. He supervises the maintenance staff, also has a very high skill level, and his pay is commiserated with what it takes to be at the level that he's at.

Commissioner Brown-Crawford told Commissioner Ivey that it's not uncommon for staff to be paid more than the manager.

Attorney Gilmore told the commissioners that they have come up on the 45-minute extension.

Commissioner Brown-Crawford suggested Commissioner Ivey speak offline with the finance director about salaries. Commissioner Brown-Crawford made a motion to extend the meeting to no longer than 1:15, which gives the board 30 more minutes. Commissioner Ivey seconded the motion. Unanimously approved.

Commissioner Ivey asked if there is any room for staff raises in the budget.

Ms. Bates stated that staff is in the process of transition. The employees that Commissioner Ivey is speaking about will not be employees by the end of the year. When the closing occurs in July, the employees

at Windsor and Maley will become employees of Allied Orion.

Ms. Bates stated she would like to look at where the fiscal year ends and to the extent that funds are available, which she believes there may be, to offer staff a bonus.

Chairman Daniels asked Ms. Bates if it's in the budget that whoever replaces Ms. Bates has an opportunity to make adjustments. Ms. Bates stated that the board will have to do a budget revision. She said that when the closing occurs in July, the housing authority will not have Windsor and Maley anymore. So, everything in the budget that's associated with Windsor/Maley will no longer be a part. Ms. Bates stated that a month after closing, the board will want to have a budget revision. And then, if Family closes in October, it will be the same situation. There will be another revision. In January, when HUD issues notices of funding and says what the proration would be, that's when a budget revision would be anchored.

So, there should be three budget revisions between July, August, and January/February. After that, the housing authority would be a Section 8 only agency.

Commissioner Brown-Crawford made a motion to approve Resolution 2021-24 approval of the Housing Authority of the City of Daytona Beach fiscal year 2022 operating budget. Commissioner Jass seconded the motion. Unanimously approved.

D. Resolution 2021-25 Approval of Budget for Expenses

Associated with the Board of Commissioners -

Commissioner Jamison made a motion that the \$10,000 that exists in the commissioner's budget remain as is. Commissioner Jass seconded the motion. Commissioners Jass, Jamison, Ivey, and Daniels voted yes. Commissioner Brown-Crawford voted no. Motion passes.

E. Vernon Street Signage - Commissioner Ivey stated he spoke to Ms. Bates regarding the Vernon Street signage. He said the board can move forward.

F. RHF Correspondence - Ms. Bates stated that Commissioner Ivey asked when the board approved the use of the RHF funds. She stated that when she arrived in 2018, the housing authority was about to lose the RHF funds because the obligation date could not be met. If that happened, one-twelfth of the capital funds would be lost each month. Ms. Bates stated she reached out to the HUD office in D.C. The only possible uses of RHF funds are public

housing construction or renovation or RAD. She stated that the D.C. staff actually wrote a letter for her and told her to sign it and send it back and say that they needed the extension because of RAD. Ms. Bates put a list of all the communication up to and including a month ago in an email from the data collection where the field office asked for an update. Ms. Bates said what she's trying to do is save the RHF funds. The only thing that could be done to save them was associate them with RAD.

There was no need for a board resolution because there wasn't an expenditure or purpose.

In January of 2021, there was a four percent fix. Holly discussed using the money for rent boost, to get the 20-year projection of rent higher and make the cash flow better. The four percent fix caused that not to happen because it brought more money into the deal. If the money is not needed for Windsor/Maley, it will be pushed to the Family site. The money has to be used for RAD or it will be lost.

Chairman Daniels asked Ms. Bates if the board has to approve the movement. Ms. Bates stated the money hasn't gone anywhere. In the list that attorney Walsh sent, one of the resolutions would be the use of RHF

funds. That resolution would be part of the closing documents because if the money is put into the project, it has to go in as a loan. It could be a forgivable loan.

Commissioner Ivey says the funds need to stay in the community. He doesn't think putting money into a development makes sense.

Ms. Bates stated that RHF funds could only be used to build public housing. The housing authority could have built more public housing if the plan had been done in 2014/2015. By the time Ms. Bates came to the housing authority, there was 90 days to obligate the money or lose it. According to HUD rules, the only way to save the money was to commit it to RAD.

Commissioner Ivey stated he'd rather use the funds on Carolina Village.

Ms. Bates said if the board's position is that they do not want to see this at Windsor/Maley, there should be a resolution instructing Ms. Bates not to allow any consideration of RHF in Windsor/Maley.

Commissioner Brown-Crawford made a motion at 1:14 to extend the meeting for another 30 minutes.

Commissioner Ivey seconded the motion. Unanimously approved.

Attorney Gilmore told the board that this is a discussion item. Unless a commissioner makes a motion, the board needs to move on.

Commissioner Brown-Crawford made a motion that the \$900,000 investment that the board would be making toward the RAD could be used for the Windsor/Maley with the understanding that it is an investment that would be recouped and with the understanding that if it's not needed, it would go to the Family sites. Chairman Daniels seconded the motion. Commissioners Jass, Jamison, Brown-Crawford, and Daniels voted yes. Commissioner Ivey voted no. The motion passes.

G. Development Tracking Sheet - Ms. Bates stated that Commissioner Ivey wanted a weekly report, which Ms. Lennard called development tracking. Commissioner Ivey stated that he didn't know the process of what it takes to get something built from the board and housing authority. He said that in the four years that he's been on the board, nothing has been built. He said if they're going to build, he wants to know where they're at in the process. Commissioner Ivey suggested changing the report to biweekly instead of weekly.

Chairman Daniels suggested a monthly report.

Commissioner Ivey stated he was fine with a monthly report.

- H. Printer for Commissioners** - Ms. Bates stated that Commissioner Ivey asked for his packet to be printed and she wanted to know if it would serve the commissioners to provide a printer and a case of paper. Chairman Daniels suggested that if a commissioner wants a printer, contact Ms. Bates. The printer would come out of this year's funds.

XIII. Information Items

- A. RFQ - Employment Recruitment Services** - Chairman Daniels stated that the board has covered this particular agenda item. He suggested moving past the item.
- B. WM Closing Document Sample** - Ms. Bates provided a partial list of documents that will be a part of closing. Ms. Bates stated there are hundreds of thousands of documents. She said there needs to be approvals at the June meeting if there will be a July closing. Ms. Bates told the commissioners if they saw a document that stands out, let her know.
- Attorney Gilmore stated that the board cannot convene for every single thing that happens. Typically, a CEO

is authorized to sign all documents to get to a final closing.

C. Cost of Construction for Vernon Street Lots -

Commissioner Ivey - Commissioner Ivey thought there was going to be something from the CFDC because there was a question about cost. Ms. Bates stated that Mr. Chester did a very high-level draft of the Vernon Street property. Chairman Daniels stated that Mr. Chester had given a number but there's missing numbers that the board didn't receive. Ms. Bates stated she would email the draft to the commissioners that evening.

XIV. Monthly Departmental Reports - Commissioner Brown-Crawford made a motion to accept the monthly reports as is. Finance stated that they put in a report to catch up the board members.

XV. Election of Officers

A. Chairman Nominations - Attorney Gilmore determined the floor open for nominations for the position of chairperson of the Daytona Beach Housing Authority. Commissioner Jamison made a motion that the chair remain as is. Commissioner Ivey made a motion to nominate himself to chairman.

A vote was taken on Commissioner Ivey to the position of chairperson. Votes were no.

A vote was taken on Chairman Daniels to remain as chairperson of the Daytona Beach Housing Authority.

Unanimously approved.

A. Vice Chair Nominations - Chairman Daniels nominated Commissioner Brown-Crawford. Commissioner Jamison nominated Commissioner Ivey.

A vote was taken on Commissioner Ivey to the position of vice chair. Unanimously approved.

Attorney Gilmore stated there was no need to vote on the nomination of Commissioner Brown-Crawford since it was unanimously approved for Commissioner Ivey.

XVI. Commissioners Comments - Commissioner Jass stated she would like to know how many commissioners have been through the Windsor/Maley buildings and seen what has happened to them. She stated that it's bad. She said the elevators are a constant repair and suggested the commissioners come through the buildings and see the way the people are living and visualize how different it will be for the residents. Commissioner Jass said that residents need to see the commissioners in the building. Commissioner Jamison had no comments. Commissioner Ivey had no comments.

Commissioner Brown-Crawford had no comments.

Chairman Daniels asked the commissioners, when considering keeping the meetings to two hours, not to add so many items to each agenda.

XVII. Motion to Adjourn - Commissioner Jamison made a motion to adjourn the meeting. Chairman Daniels seconded the motion.

Meeting adjourned at 1:37pm.

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