



Minutes of the Board of Commissioners Meeting
Wednesday, May 26, 2010

I. Call to Order:

Commissioner Núñez, Chair of the Board of Commissioners of the Broward County Housing Authority ("BCHA") called the meeting to order at 9:33 A.M. on Wednesday, May 26, 2010 at Headway Office Park, 4780 North State Road 7, Lauderdale Lakes, Florida.

II. Roll Call:

Mrs. Deibert conducted a roll call and certified that a quorum was present.

Commissioners Present:

- Mercedes J. Núñez Chair
Juan Selaya Vice Chair
Sharon Day
Rico Petrocelli

Members Absent:

None

Members Late:

None

Members Excused:

Joseph M. Cobo

Staff and Legal Counsel Present:

- Ann Deibert Chief Operating Officer
Steven Cortese Chief Financial Officer
Barbara D. Miller VP Human Resources/Risk Management
Beth Kinsey VP Asset Management
Kathryn Haynes VP Assisted Housing
Parnell Joyce VP Development
Samuel Hornsby Assistant VP Development
Anna Jaime Assistant VP Asset Management
Gary Knoerlein Assistant VP Finance
Monica Alfasi Executive Assistant/Recording Secretary
Deatra Glaser Senior Administrative Assistant
David N. Tolces Legal Counsel, Goren, Cherof, Doody & Ezrol, P.A.

Also in attendance for all or a portion of the meeting:

- Adam Matza Account Manager, Ambit Marketing Communications

III. Pledge of Allegiance:

The Chair called on Ms. Kinsey to lead the meeting in the Pledge of Allegiance.

IV. Approval of Agenda:

Action: Motion was made by **Commissioner Day** and seconded by **Commissioner Selaya** to approve the Agenda for May 26, 2010 as presented. The motion was unanimously passed.

V. Approval of the Minutes of the Regular Board Meeting:

Action: Motion was made by **Commissioner Day** to approve the Minutes of the meeting for April 21, 2010. **Commissioner Petrocelli** seconded the motion and asked if staff had received the police report regarding the weapons violation at Park Ridge Court that was listed on the last Crime Report. **Mrs. Deibert** said she had been in contact with the investigator who was looking through his notes and she would definitely have something to report by the next meeting. The motion was unanimously approved.

VI. Bills and Communications:

1. Real Property Investment Committee Recommendations - Memorandum 2010-08 (CEO):

Mrs. Deibert and **Mr. Joyce** gave a brief overview and answered questions regarding the Real Property Investment Committee (RPIC) meeting at Eclipse Apartments and the items that the RPIC were recommending to the Board of Commissioners for approval:

- *That BCHA continue to pursue the \$700,000 from Broward County to develop up to four (4) single family homes for sale or lease to purchase.*
- *That BCHA pursue the possible development of an urban/community-based garden either on the commercial lot on Dixie Highway or elsewhere on the site.*
- *That BCHA consider selling the remaining 38 lots to a large single-family developer for that entity to develop.*

Action: **Commissioner Day** made a motion to accept the Real Property Investment Committee recommendations. The motion was seconded by **Commissioner Petrocelli** and was approved unanimously.

2. Audit Committee Recommendations - Memorandum 2010-11 (CEO):

Mrs. Deibert gave a brief summary of the Audit Committee meeting of May 14, 2010 and the recommendation to transfer Section 8 earned administrative funds from BCHA to McCan Communities, Inc.

3. Resolution Number 2010-27:

Topic: Resolution Approving Transfer of Unrestricted Section 8 Administrative Fee Reserves to McCan Communities, Inc.

Action: Commissioner Petrocelli made a motion to approve Resolution 2010-27. The motion was seconded by Commissioner Day and was approved unanimously.

4. Presentation of Financial Report by Steven Cortese, Chief Financial Officer for the quarter ended March 31, 2010:

Mr. Cortese presented the financial report for the quarter ended March 31, 2010.

Action: Commissioner Selaya made a motion to accept the Financial Report for the quarter ended March 31, 2010. The motion was seconded by Commissioner Day and was approved unanimously.

VII. Consent Agenda:

THOSE MATTERS INCLUDED UNDER THE CONSENT AGENDA ARE SELF-EXPLANATORY AND ARE NOT EXPECTED TO REQUIRE REVIEW OR DISCUSSION. ITEMS ARE ENACTED BY ONE MOTION; IF A COMMISSIONER OR MEMBER OF THE PUBLIC DESIRES DISCUSSION ON AN ITEM, HOWEVER, THAT ITEM MAY BE REMOVED FROM THE CONSENT AGENDA AND CONSIDERED SEPARATELY.

The Chair pulled item #4. Commissioner Petrocelli pulled item #1. Commissioner Petrocelli made a motion to approve the remaining items on the consent agenda. The Motion was seconded by Commissioner Day and was approved unanimously.

1. Resolution Number 2010-28:

Topic: Resolution Awarding Contract to Virguez Improvement Services, LLC for Unit Restoration for Griffin Garden Apartments (Bid No. 051010/GG/UNT/RSTRA).

Commissioner Petrocelli questioned the large gap between the lowest and highest bid for this contract and asked about the cost estimate that staff is supposed to perform on such contracts. Mrs. Deibert said staff performs an Independent Cost Estimate before they go out to bid to have an idea how much

the contact should come in for, and even though there is a disparity between the high and low number the actual cost to complete this contract comes within the independent cost estimate.

Action: Commissioner Petrocelli made a motion to approve Resolution 2010-28. The motion was seconded by Commissioner Selaya and was approved unanimously.

4. Resolution Number 2010-31:

Topic: Resolution Approving Amendment to the Section 8 Administrative Plan to include policy for Section 8 Project Based Assistance Program.

Mrs. Deibert provided a brief overview and answered questions regarding the Section 8 Project Based Assistance Program.

Action: Commissioner Petrocelli made a motion to approve Resolution 2010-31. The motion was seconded by Commissioner Selaya and was approved unanimously.

VIII. Reports:

1. Management Agreement with The Land Trust (Memorandum 2010-10 (CEO) :

Action: For information purposes only. No questions or comments.

2. Monthly Report on Bids/Request for Proposals:

Action: No questions or comments.

3. Monthly Department Reports:

Assisted Housing: No questions or comments.

Asset Management: No questions or comments.

College Gardens: No questions or comments.

4. Board Secretary/Chief Executive Officer's Monthly Report:

Ehlinger Apartments Redevelopment - Mrs. Deibert discussed the redevelopment of Ehlinger Apartments. An updated rendering of the proposed site was distributed.

5. Legal Counsel's Eviction Status Report (Memorandum 2010-009):

No questions or comments regarding monthly report. David Tolces, Esq. will be conducting Sexual Harassment Training in August and September 2010 for staff. Nothing new to report regarding the City of Lauderhill Housing Authority.

IX. Comments from the Public:

No comments.

X. Comments from the Commissioners:

Commissioner Day asked everyone to say a prayer this Memorial Day for the soldiers who paid the ultimate sacrifice while serving their country and for the safety of active duty soldiers everywhere.

Commissioner Petrocelli congratulated **Mr. Cregan** on the birth of his grandchildren and the Board discussed providing some type of recognition to him for this happy occasion.

XI. Adjournment:

Commissioner Day made a motion to adjourn the meeting. The motion was seconded by **Commissioner Petrocelli** and the meeting was adjourned at 10:08 A.M.

Submitted by:

A handwritten signature in blue ink, appearing to read "Ann Deibert", is written over a horizontal line.

Ann Deibert, Chief Operating Officer

(Note: These minutes are not verbatim. Recorded tapes are available upon request).