

MINUTES OF THE
HOLLYWOOD HOUSING AUTHORITY
HELD MAY 19, 2020
AT THE HOLLYWOOD HOUSING AUTHORITY OFFICE

Present: Mr. Lloyd Edelstein, Chairman
Mr. David Dweck, Vice Chairman
Mr. Jared Anton, Commissioner
Ms. Carolyn Pitter, Commissioner
Ms. Maria Diaz, Commissioner

Also Present: Mr. Tony Gutierrez, Acting Executive Director - Hollywood Housing Authority
Ms. Taymir Sempe, Chief Financial Officer-Hollywood Housing Authority

Meeting was called to order by Mr. Edelstein at 4:05 PM and roll was called.

A motion was made by Mr. Diaz, seconded by Mr. Anton to approve the Agenda.

A motion was made by Mr. Pitter, seconded by Mr. Dweck to approve the minutes of the April 23, 2020 board meeting. All in favor.

Resolution 438. Letter to SAC. Request concerning their current approval of the ground lease extension on the Gardens at Driftwood site from 65 to 99 years. This is in response to Gatehouse's specific request on the required compensation to be paid for this extension of the ground lease. This request, therefore, notes the specific formula of the method of determining the compensation to HHA, to be paid in 2074, by the current Lessee at that time, and be acknowledged by HUD/SAC to be a required part of the ground lease extension. The compensation would be by appraisal process and is detailed in the submitted request. Discussion and motion to approve by Mr. Dweck, seconded by Ms. Pitter. Passed, all in favor.

Next order of business was a discussion of the newly revised and updated Employee Handbook. Motion to accept: 1st by Mr. Dweck, 2nd by Mr. Anton updated revision. Significant discussion was held regarding such things as: social media policy, personal use of company equipment, social media usage during working hours, prohibition of sensitive material on social media, etc. Raised was the question on whether employees may be required to sign a non-disclosure agreement as a condition of employment. Mr. Anton suggested that text be added to state that "the confidentiality of the material shall survive employment." All HHA employees will need to sign the last page of the employee handbook agreeing to all provisions. Motion to approve, subject to changes, by Mr. Anton, seconded by Ms. Diaz. Passed, all in favor.

Resolution #439 (Section 8 Utility Allowance) – and Resolution #440 (Public Housing Utility Allowance) analysis. Ms. Sempe stated that she has communicated with NELROD which prepared the utility allowance proposed changes. Ms. Sempe confirmed that electric bills increased 55%, primarily in Pembroke Pines. Resolutions determine how much utility credit a tenant will receive. No change to the tenant. Will change for the housing authority. No burden to the tenant. Motion to accept by Mr. Dweck, seconded by Mr. Anton. Passed, all in favor.

Report on Apollo Terrace: Apollo consists of Thirty (30) three-bedroom units in four two-story buildings. It is a family-oriented public housing development built almost thirty years ago. The parcel, while not huge, is underutilized and from time to time a source of domestic disturbance. A multistory, multiunit one and two bedroom senior complex, is a possibility.

Contiguous to the south of Apollo, is Sunbelt Manor which consists of five four-story, subsidized multi-apartment, buildings. This property has some unused vacant land which we can use to expand Apollo's footprint. Mr. Anton has had conversation with the owner's representative who wants to know how much land we need. Mr. Edelstein will follow up with a call to an architect with whom he had discussed this property and project several years back.

Report by Mr. Anton on a June 6th, HHA presentation at the Hollywood City Commission Meeting on a potential joint venture development of public housing projects with Hollywood on city-owned land. Mr. Anton reports that there are some 10 plus sites that appear to have possibilities for HHA to get involved. Mr. Anton went over the list of properties and then, after some discussion, motioned to allow HHA to make the presentation on the 6th as noted. Motion seconded by Mr. Dweck. Mr. Dweck volunteered to make a PowerPoint presentation for the meeting. General discussion on the properties, ownership, involvement of other organization such as Habitat for Humanity, etc. A vote on the motion was taken, and it passed, all in favor.

March Financials: Motion to review by Ms. Pitter; seconded by Ms. Diaz. Ms. Patti Tilchin, our fee accountant, by phone: General discussion, Ms. Tilchin states that HHA continues to be in good condition and went over the various parts of our financials. She stated that other Housing Authorities are not as successful as HHA, and that Mr. Gutierrez and Ms. Sempe are doing an excellent job. Question of tenant based monies - they are available for HHA operation, not as reserves. Re: Hollywood Village should have rent increase next January. Also, we should review budget with City of Hollywood. Mr. Anton would like us to analyze mortgage with city due to low rates. Vote on review and acceptance of the financial report passed, all in favor.

Old Business: Shooting at Apollo Terrace: No one hurt, but HHA does not have an adequate video to identify the shooter. Police will now have more of a presence to help address criminal activities. No police report is yet available. Discussion about adding additional lighting and better cameras. Waiting for HUD guidance on applying HHA monies on upgrades: phones, software, computer, lighting, etc. Our attorney, Kaye-Ann Baxter, is working on our legal remedy with the family involved.

New Business: HHA has inquired with Henderson Behavioral Health on starting the Single Room Occupancy (SRO) contract renewal process. A suggestion was made to inquire with other agencies to find additional tenants for the empty (8) SRO units.

Mr. Gutierrez and Ms. Sempe will be starting the process of preparing the HHA Annual Plan which must be submitted to HUD on an annual basis.

A motion was made by Mr. Anton to adjourn the meeting, seconded by Mr. Dweck.

The board meeting was adjourned at 5:30 P.M.

Respectfully submitted,

Tony Gutierrez
HHA Acting Executive Director

Lloyd Edelstein
HHA Chairman