



## Minutes of the Board of Commissioners Meeting

Wednesday, March 18, 2009

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### I. Call to Order:

The **Vice Chair** called the Regular Meeting of the Board of Commissioners of the Broward County Housing Authority (BCHA) to order at 9:36 A.M. on Wednesday, March 18, 2009 at Headway Office Park, 4780 North State Road 7, Lauderdale Lakes, Florida.

### II. Roll Call:

**Secretary Cregan** called the roll and certified that a quorum was present.

#### COMMISSIONERS PRESENT:

Mercedes J. Núñez Vice Chair  
John E. Aurelius  
Joseph M. Cobo  
Juan Selaya

#### MEMBERS ABSENT:

None

#### MEMBERS LATE:

None

#### MEMBERS EXCUSED:

Commissioner Day, Chair

#### STAFF AND LEGAL COUNSEL PRESENT:

|                 |   |
|-----------------|---|
| Kevin Cregan    | Chief Executive Officer/Board Secretary           |
| Ann Deibert     | Chief Operating Officer                           |
| Barbara Miller  | VP Human Resources/Risk Management                |
| Steven Cortese  | Chief Financial Officer                           |
| Beth Kincey     | VP Asset Management                               |
| Parnell Joyce   | VP Development                                    |
| Gary Knoerlein  | Assistant VP Finance                              |
| Sam Hornsby     | Assistant VP Development                          |
| Monica Alfasi   | Executive Assistant/Recording Secretary           |
| Deattra 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 WAS:

|                  |   |
|------------------|---|
| Ronald Thompkins | CPA, Engagement Partner, Watson Rice LLP        |
| Pablo Llerena    | CPA, GLSC Partner                               |
| Joe Pasquale     | Architect, Pasquale Kuritzky Architecture, Inc. |
| Ken Naylor       | Senior Developer, Carlisle Development Group    |
| Tim Wheat        | Vice President, Pinnacle Housing Group          |

### III. Pledge of Allegiance:

The **Vice Chair** called on **Secretary Cregan** to lead the meeting in the Pledge of Allegiance.

### IV. Approval of Agenda:

**Action:** A motion was made by **Commissioner Aurelius** and seconded by **Commissioner Cobo** to approve the Agenda of March 18, 2009. The motion was unanimously passed.

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

**Action:** A motion was made by **Commissioner Aurelius** to approve the Minutes of the Regular Board Meeting held on February 18, 2009 as submitted. The Motion was seconded by **Commissioner Cobo** and was unanimously passed.

### VI. Bills and Communications:

#### 1. Audit Committee Memorandum:

**Topic:** Memorandum from the Audit Committee regarding Meeting on February 27, 2009.

**Action:** No action required for information purposes only.

#### 2. Independent Audit Report:

**Topic:** Presentation of Independent Audit Report for the Year ended September 30, 2008 by staff from Watson Rice, LLP.

**Ronald Thompkins, CPA** presented a power point presentation regarding the audit report for the year ended September 30, 2008 and stated that BCHA was a low risk auditee and that in the previous two years, BCHA did not have any findings. **Mr. Thompkins** recommended that BCHA raise the threshold for capitalizing assets from \$250 to the federal threshold of \$5,000.

**Action:** Motion was made by **Commissioner Aurelius** to accept the independent audit report for the year ended September 30, 2008. The motion was seconded by **Commissioner Cobo** and was approved unanimously.

**Commissioner Aurelius** made a motion to recess the Board of Commissioners meeting at 9:55 A.M. The Motion was seconded by **Commissioner Cobo** and was unanimously passed. The Board convened the HG Senior Housing Corporation meeting. The **Vice Chair** reconvened the Board of Commissioners meeting at 9:59 A.M.

### 3. Quarterly Financial Report:

**Topic:** Presentation of Quarterly Financial Report for the Year ended December 31, 2008 by Steven Cortese, Chief Financial Officer.

**Steven Cortese** and **Secretary Cregan** reviewed the financial report for the quarter ended December 31, 2008 and answered questions from the Board.

**Commissioner Cobo** asked **Mr. Cortese** how long he is stagnating BCHA's investments (CD's, deposits, bonds, etc.) **Mr. Cortese** said three months. **Commissioner Cobo** discussed 7-31 day CD's that are paying 1.45% interest, that are FDIC insured. **Mr. Cortese** said he would look into it and get back to **Commissioner Cobo**.

**Commissioner Aurelius** thought the monthly charges for the pool at Crystal Lake (contract, supplies, and repairs) seemed disproportionate to the size and suggested that staff take a closer look at the charges. **Mrs. Kinney** said she will take a look at it.

**Action:** **Commissioner Cobo** made a motion to accept the financial report for the quarter ended December 31, 2008. The Motion was seconded by **Commissioner Aurelius** and was approved unanimously.

### 4. Legal Aid:

**Topic:** Discussion and Possible Action on Legal Aid Challenge to BCHA Demolition Application for Ehlinger Apartments.

**Secretary Cregan** updated the Board regarding Legal Aid's challenge to the demolition of Ehlinger Apartments. **Attorney Tolces** discussed different legal options in response to **Janet Riley's** accusations as stated in her letters.

**Action:** Following discussion, **Commissioner Cobo** made a motion that the Board instructs legal counsel to draft correspondence to **Janet Riley** requesting factual support for the allegations contained in **Ms. Riley's** letters. **Commissioner Aurelius** amended the motion to include that legal counsel report back to the Board with a possible course of action at next month's meeting. The Motion as amended was seconded by **Commissioner Selaya** and was approved unanimously.

#### 5. Crystal Lake Townhomes:

**Topic:** **Power Point Presentation of floor plans and renderings for Crystal Lake Townhomes.**

**Joe Pasquale**, Architect at Pasquale Kuritzky Architecture, Inc. presented a Power Point presentation regarding the floor plans and renderings of the proposed townhomes at Crystal Lake. **Mr. Pasquale** said site plan approval should take approximately eight months. Construction should start the beginning of the first quarter of next year and should be completed in eight to ten months.

**Commissioner Aurelius** said he has seen in many developments a tendency to convert garages into a living area or storage area. **Secretary Cregan** said staff will insert a clause in the lease prohibiting tenants from converting the garage.

**Action:** A motion was made by **Commissioner Aurelius** to approve the plan as presented for the Crystal Lake Townhomes. The Motion was seconded by **Commissioner Selaya** and 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.

**Commissioner Cobo** made a motion to approve all items on the consent agenda. The motion was seconded by **Commissioner Aurelius** and was approved unanimously.

#### VIII. Reports:

**1. Crime Report:**

**Action:** For information purposes only. No action required.

**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:**

**United Way** - Recommendation from staff at the United Way to grant BCHA \$50,000 toward the Housing Counseling Program. The United Way Board of Directors will vote on the recommendation sometime in April.

**Broward County Housing Council** - **Secretary Cregan** and **Commissioner Núñez** attended the inaugural meeting of the Broward County Housing Council. **Broward County Commissioner Lois Wexler** was selected to serve as Chair and **Dr. Rosalind Osgood** will serve as Vice Chair.

**5. Legal Counsel's Monthly Report:**

No comments from the Board regarding **Attorney Tolces'** monthly report.

**Attorney Tolces** noted that the closing for the property adjacent to Ehlinger Apartments is currently set for May 8, 2009, and the item will be on next month's agenda authorizing the Chair or Vice Chair to sign any documents associated with the closing.

**IX. Comments from the Public:**

No comments.

X. Comments from the Commissioners:

**Commissioner Núñez** thanked everyone for the Groundbreaking Ceremony at Highland Gardens and stated she was extremely pleased with the property.

**Commissioner Aurelius** noted that the degree of work and responsibility has tripled as BCHA has got into these elaborate new programs and he complimented **Mr. Cortese** and the finance department on the job they are doing. He suggested that staff consider doing something special for the audit committee in grateful appreciation for all their hard work, a Lucite plaque or something similar.

XI. Adjournment:

**Commissioner Cobo** made a motion to adjourn the meeting. The motion was seconded by **Commissioner Aurelius** and the meeting was adjourned at 10:46 A.M.

BROWARD COUNTY HOUSING AUTHORITY

BY: \_\_\_\_\_  
KEVIN CREGAN, BOARD SECRETARY/CEO