

**City of Fort Lauderdale
Community Services Board
September 8, 2014 – 4:00 P.M.
City Commission Chambers – City Hall
Fort Lauderdale, FL 33301**

MEMBERS		October 2013-September 2014	
		PRESENT	ABSENT
Wendy Gonsher, Chair	A	8	3
Benjamin Bean	P	8	3
Mark Fillers	P	8	3
Wanda Francis	P	10	1
Jason King	P	9	2
Chris Lovell	P	4	1
Fred Roccanti	A	2	1
Jasmin Shirley	P	10	1

Staff Present

Mario DeSantis, Liaison and Housing Administrator
Jonathan Brown, Housing and Community Development Manager
Marcia Gair, Administrative Aide
J. Oppерlee, Recording Secretary, Prototype, Inc.

Communications to City Commission

None.

I. CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE

- **Quorum requirement – as of August 26, 2014, there are 9 appointed members to the Board, which means 5 constitutes a quorum**

Mr. Brown advised that Chair Gonsher was absent and former Vice Chair Helen Hinton has resigned, which leaves the Board with no Chair or Vice Chair for tonight's meeting. He requested that the Board elect an Acting Chair (A/Chair) at this time until a new Vice Chair can be elected.

Motion made by Mr. Bean, seconded by Mr. Fillers, that [Ms. Francis] will be chairing today's meeting. In a voice vote, the **motion** passed unanimously.

A/Chair Francis called the meeting to order at 4:00 p.m. The Pledge of Allegiance was recited and roll was called.

II. WELCOME / BOARD AND STAFF INTRODUCTIONS

It was determined by consensus that the Board would table a vote for a new Vice Chair until a subsequent meeting.

III. APPROVAL OF MINUTES – JULY 14, 2014

Motion made by Mr. Fillers, seconded by Mr. Bean, to approve. In a voice vote, the **motion** passed unanimously.

IV. APPROVAL OF MINUTES – AUGUST 11, 2014

Motion made by Mr. Fillers, seconded by Mr. King, to approve. In a voice vote, the **motion** passed unanimously.

V. CDBG

- **Jack & Jill Performance Indicators**

Mr. Brown recalled that no representatives of the Jack and Jill Children's Center were present at the previous meeting, when performance indicators were discussed. While the representatives had expressed concern with some of the performance indicators determined by the Board, they have executed the Community Development Block Grant (CDBG) agreement and will adopt these recommended indicators.

VI. HOPWA

- **Housing Authority**

Mr. Brown recalled that the Housing Authority of Fort Lauderdale, which currently holds project-based rental units, had requested funds from the Board for the 2014-15 fiscal year to administer its programs. However, they now wish to leave the Housing Opportunities for Persons with HIV/AIDS (HOPWA) program, returning the eight-unit apartment building and one single-family home. Staff has not yet made a final decision on how to lease or transfer ownership of these units to another eligible existing HOPWA agency for administration.

Mr. Brown continued that other HOPWA agencies have expressed interest in either owning or leasing the units. Staff would like to implement an application process, through which applications for the units are presented to the CSB in order to determine which agency they would like to recommend to the City Commission. It was clarified that there will be no disruptions in service to the families or individuals currently residing in those units.

The Board discussed the issue further, confirming that some agencies wished to own the properties outright, while others were interested in leasing the units. Mr. DeSantis explained that it is not possible to wait for the next HOPWA RFP to reassign the units,

as this would not occur until the following year. Control of the units will be open only to agencies offering facility-based, project-based, and tenant-based housing. He estimated that if the application process begins immediately, he could provide the Board with the applications for review at their October 11 meeting. The Board would then make a decision on the units in November and send their recommendation to the City Commission. The Housing Authority would continue to administer the units for the next three months.

Mr. Brown advised that Staff's recommendation is to transfer ownership of the units; however the City's Charter requires a competitive process for the disposal of property. Staff is working with City Attorneys to determine the best way to dispose of the units while meeting this Charter requirement. The Board agreed by consensus to proceed with the recommended application process. There are four agencies interested in managing the units.

Mr. Lovell asked how the agency that administers the units would be funded for the three years following the current fiscal year. Mr. Brown explained that unspent HOPWA dollars could be used to help fund these units. Mr. DeSantis confirmed that HOPWA requires supportive services to be tied to the program; the agencies will be asked how they are currently providing these services.

Motion made by Mr. Fillers, seconded by Mr. King, that the Board authorizes [Staff] to move forward in the steps that [Staff has] outlined. In a voice vote, the **motion** passed unanimously.

Mr. Brown asked if the Board would like the applications to include any specific questions. Ms. Shirley stated she would like to know the on-site supportive services provided for the individuals living in the Deerfield Beach unit. A/Chair Francis also requested information on the competing agencies' stability. It was clarified that performance indicators are tied to housing plans, which Staff can monitor through the PROVIDE system. The Board requested current performance indicators as part of the application packets, as well as the agencies' spending records and information on transportation services for clients.

Mr. Brown noted that Staff's recommendation is to transfer ownership of both the single-family home and the eight apartment units to a single agency; however, he advised that the Board may elect to split the units among two agencies. Ms. Shirley asserted that the agencies should be able to choose whether or not they would like all the units.

- **Updates**

Mr. DeSantis stated that HOPWA agencies have provided him with their proposals for using unspent funds, which have been provided to the Board members. The total dollar amount requested is \$1.51 million of approximately \$1.6 million in unspent funds. He explained that the Board is asked to review the proposals and determine whether or not

they represent good uses of these one-time-only unspent funds. This decision will be made at the October Board meeting.

VII. GOOD OF THE ORDER

• CSB Holiday Schedule

Mr. Brown noted that the Board is scheduled to meet on November 10, which is one day prior to the Veterans' Day holiday. He also recommended that the members decide if they wished to meet in December.

Motion made by Mr. Fillers, seconded by Mr. King, to move [the November 10 meeting date] because of the holiday on the 11th. In a voice vote, the **motion** passed unanimously.

Mr. Brown advised that Staff would email the members with prospective November meeting dates, with a decision on the date to be made at the October meeting.

Motion made by Mr. Fillers, seconded by Ms. Shirley, to take December off. In a voice vote, the **motion** passed unanimously.

VIII. PUBLIC COMMENTS

None.

IX. ITEMS FOR THE NEXT AGENDA

It was noted that the next meeting would focus primarily on HOPWA issues, including disposal of the Housing Authority units as well as the unspent funds.

X. COMMUNICATIONS TO THE CITY COMMISSION

None.

XI. ADJOURNMENT

There being no further business to come before the Board at this time, the meeting was adjourned at 4:56 p.m.

Any written public comments made 48 hours prior to the meeting regarding items discussed during the proceedings have been attached hereto.

[Minutes prepared by K. McGuire, Prototype, Inc.]