

**AGENDA FOR THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS**  
*of the*  
**HOUSING AUTHORITY OF THE CITY OF FORT LAUDERDALE**  
**5:00 PM Thursday, February 9, 2006**  
**437 SW 4 Avenue • Fort Lauderdale, Florida • 33315 • (954) 525-6444**

---

**Item One:** Roll Call

**Item Two:** Review and Approval of the February 9, 2006 Agenda

**Item Three:** Review and Approval of the January 12, 2006 Regular Minutes

**Item Four: SECRETARY'S REPORT**

**Note:** Pursuant to a recent request from Commissioner Kelley, starting with the February board meeting, minutes will be sent to the Commissioners (via email) within 10 days of each board meeting.

**1. Master Development Agreement (MDA) for the Dixie Court Development Project**

This item was discussed in previous Board meetings. A copy of the revised master development agreement between the Housing Authority and the Carlisle Development Group was sent to the Commissioners for review prior to the Board meeting. Attorney Michael Symes, Financial Analyst Kristen Packard and Carlisle Development representative Ken Naylor, will be in attendance to facilitate the discussion on this item.

The Executive Director will request that the Board approve the MDA for the Dixie Court project by adopting **Resolution 1120**.

**2. Maintenance/Step-Up Warehouse (500 W. Sunrise Blvd.) Remote Parking Facility**

At the January 12, 2006 Board meeting, the Executive Director presented the contract for the remote parking facility at the warehouse to the Board for review and approval. This item was deferred to the February Board meeting.

Included in the agenda packet, as **Attachment 1**, is the copy of a memo from Attorney Tolces regarding the contract and copies of related change orders for the parking facility. Leo Solomon, Project Manager, will be present and participate in this discussion along with the Executive Director.

The Executive Director will request Board approval of the contract and related change orders.

**3. Public Housing Assessment System (PHAS) For FYE 12/31/2005**

**Attachment 2** is a copy of the PHAS report for FYE December 31, 2005. The Housing Authority is required to submit the PHAS Certification annually to USHUD and a Board resolution is also required.

The Executive Director will review the contents of the report and request that the Board adopt **Resolution 1121** approving the 2005 PHAS Certification for submission to HUD.

**4. Write-off of Collection Losses & Equipment for F/Y 2005**

Included in the agenda is **Attachment 3**, a summary of the write-off of collection losses and equipment for FYE December 2005. HUD requires that the Board approve annually, by resolution, the write-off of junked and obsolete equipment and of collection losses for Tenant Accounts Receivable (TAR)

The Executive Director will review this item with the Board, respond to questions and recommend that the Board adopt **Resolution 1122** approving the write-off of collection losses and equipment for FYE December 31, 2005.

**5. Financial Reports FYE 12/31/2005**

Included in the agenda as **Attachment 4** are the financial reports for FYE 12/31/2005 for the following programs:

- a. Public Housing
- b. Section 8 Housing Assistance Program
- c. Affordable Housing

The Executive Director and Marva Garel, Accountant for the Housing Authority will review the financial reports with the Board and answer any question the Board may have on these reports.

**6. Urban League of Broward County Partnership Agreement**

**Attachment 5** is a copy of the partnership agreement between the Urban League of Broward County and the Housing Authority. The Executive Director will review this item with the Board and request that the Board approve the partnership agreement by adopting **Resolution 1123**.

**7. Homeownership Lottery**

Based on the new homeownership policy/procedure for selecting eligible clients for the homeownership program, the Commissioners are requested to select names from a lottery drawing for available properties. Ana Hernandez, Homeownership Director, will be present at the board meeting with a list of prospective FSS homebuyers for a lottery drawing.

**8. Approval of Invoices Over \$25, 000**

The Executive Director will present invoices for payment over \$25,000 to the Board for approval.

- Demolition Masters
- Stranahan Site

**9. Vacation and Sick Time Accrual**

This issue was raised at the January 12, 2006 Board meeting. Attorney Frank Henry was asked to give an opinion and handouts of other governmental agencies' sick and vacation plan was given to the Commissioners for further review.

**10. Update on B. P Product Contract to purchase Land**

This issue was raised at the January 12, 2006 Board meeting. Included in the agenda packet as **Attachment 6**, is the copy of a memo on the status of this item.

**11. Old Business**

At the January 12, 2006 Board meeting Commissioner Kelley requested that a tracking system be set up to follow-up on pending board items. Listed below are the items (and status) from the previous board meeting:

- **Redefine Policies and Procedures for the Board**  
**See attachment 7**
- **Affordable Housing Reporting System on Property Tax**  
The Homeownership Director, Ana Hernandez, has been working with the property appraiser's office researching each property. A report will be presented to the Board upon completion.
- **Dixie Court Paving Contact**  
This contract is basically complete with minor items to be addressed. Don Arpin, Engineer, will issue his final report on this contract as soon as open items are completed.
- **Housing Enterprises, Amendment to Bylaws & Separate Account**
  - a. A resolution was passed approving the amendment to the Bylaws (**see attachment 8**) at a special board meeting held on February 1, 2006.
  - b. We have discussed setting up a separate account with the Independent Public Accountants and the software providers. The Chief Financial Officer's position will be filled shortly and this assignment will be a "high priority."
- **Ranger Contract Conflict**  
The RFP for emergency plumbing and electrical services is being established and will be advertised during February. A more complete report will be presented at the March meeting.
- **Response From HUD Re ACA Issue**  
A copy of all correspondence between the housing authority and Ms. Alvera Crittendon (HUD Atlanta) on this matter will be presented to the Board. No final resolution to date, however, ongoing discussions will bring this matter to the Board as soon as possible.

**Item Five:                   New Business**