



MEETING MINUTES Tuesday October 22, 2024

I. Call To Order

Mr. Dumars called the Board meeting to order at 8:01 AM on October 22, 2024 at 3333 Forest Hill Blvd., West Palm Beach, FL and virtually on the Zoom platform

II. Roll Call

Board Members present were Paul Dumars, Phyllis Choy, and Digna Mejia

Other attendees present were CEO Carol Jones-Gilbert, CFO Tad Fuller, COO Cheryl Lewis, CDO Tammy McDonald, HCVP Director Carlisa Thomas, Deputy HCVP Director Yvette Bembry, Director of Asset Management Diane Wilson, Resident Services Director Tavarous Parks, Jobs Plus Manager Clayon Melhado, YouthBuild Program Manager Stephanie David, Director of Procurement Jim Kijek, Contracts and Procurement Manager LaQuavial Pace, Director of Finance Jude Estime, Capital Improvement Manager Claude Delenda, Director of Real Estate Development Marcus Williams, HR Manager Josselyn Swindell, Quality Control Manager Nicole Aiken, Legal Counsel Kaye-Ann Baxter, Senior VP of Housing Trust Group Brian Finnie, Dan Walesky and Nathan Rich of Sun Foundation, and Executive Administrative Assistant Maxine Gayle

III. Approval of Agenda

Ms. Choy motioned to approve the agenda. Ms. Mejia seconded the motion. All were in favor.

IV. Approval of Minutes (September 24, 2024)

Ms. Choy motioned to approve the minutes. Ms. Mejia seconded the motion. All were in favor.

V. Public Comment

Dan Walesky and Nathan Rich directed comments to the Board regarding the Waterview project. Waterview Apartments at Mangonia Park will be affordable housing for seniors that will have many amenities, green space, and secure areas. Ms. McDonald added that pursuant to the Board request, the sources and uses along with the term sheet were provided in their packet. The project has 140 total units with 56 units being tied to vouchers. Ms. Choy asked for the completion date. Mr. Walesky responded that February 15th is the expected closing date.

A discussion ensued with Mr. Dumars proposing to settle on \$1.35 million and moving forward with signing a promissory note stating that on the next projects with this organization, the agency would have to be at 25%. Ms. Jones-Gilbert added that the value of the vouchers related to this project is at \$28 million over a term of 30 years.

Brian Finnie from HTG had comments regarding the Drexel I, Drexel II (with Union Baptist), and Isaiah Clark projects. For the Drexel I project, the county provided resources and the project is ready to go. The bank of record is Chase. PBCHA will receive \$3 million (ground lease).

Drexel II is 100% financed. Numbers still have to be finalized (zoning work is needed to increase density).

Union Baptist (the Isaiah Clark project) is one of 23 churches that his company has an MOU with. The churches get to keep their land. The total project cost \$40 million and there's a \$4.7 million gap. Mr. Dumars asked for the agency's overall role in the project. Mr. Finnie responded that 50 vouchers would make the deal work. Mr. Dumars stated that if a risk is being shared, the agency should participate in cashflow in addition to the developer fee. Mr. Finnie responded that for this project, the agency would have no risk.

Ms. Jones-Gilbert stated that there was no resolution or decision needed today, however she thanked Mr. Walesky, Mr. Rich, and Mr. Finnie for their informative presentations.

VI. Report of the CEO

Ms. Jones-Gilbert reported on the following:

A. HUD Updates

1. On September 30th, HUD released its Comprehensive Guide on Payment Standards. There are changes to Project Based Vouchers and Small Area Fair Market Rates.
2. The agency plans to make a submission for the HUD Innovation in Affordable Housing Grant award by October 29th. If awarded, the agency would host a team of graduate students creating a plan for site improvements at Dyson.
3. HUD is celebrating the 50th Anniversary of the Housing Choice Voucher Program.

B. Trainings and Events

1. Staff attended the NAHRO Conference September 24th -28th. Mr. Melhado and Ms. Fabie Moleon from the Jobs Plus program accepted the NAHRO Award of Merit at the conference. Ms. Jones-Gilbert was on the panel for the women's breakfast. Ideas on utilizing technology to advance residents and help with staffing challenges were discussed.
2. On October 9th-10th, the agency prepped for Hurricane Milton and followed the county's lead as far as agency closure. Staff incurred roof damage. 3333 Forest Hill lost power briefly. Staff visited the hotel to ensure residents whose units were being worked on were ok.
3. Ms. Jones-Gilbert attended the Yardi Executive Briefing in Chicago on October 15th-17th.
4. A public meeting to address the planned projects related to the Capital Fund Grant program will be held this evening.

VII. Updated Resolution 1054 (Approving Capital Fund Program Contracts Exceeding \$100,000.00 for the Emergency Safety & Security Grant)

Mr. Delenda advised the Board that the resolution was updated to show how the funds were being separated (\$250,000.00 obligated to the Safety and Security grant and the remaining \$500,000.00 going toward the capital funds for 2023 itself). Ms. Jones-Gilbert added that the \$250,000.00 grant was for the light and cameras at Seminole, but the remaining funds will be used to make up the difference for the CFP.

Ms. Choy moved to approve the updated resolution. Ms. Mejia seconded the motion. All were in favor.

VIII. Closed Session

The Board moved into a closed session to discuss pending legal items, then re-entered into an open session.

IX. Adjournment

Ms. Mejia motioned to adjourn the meeting. Ms. Choy seconded the motion. All were in favor. Mr. Dumars adjourned the meeting at 8:42 AM.

Minutes submitted by: Maxine Gayle

Minutes approved by: The Board at its November 26th meeting