

**MINUTES OF THE SPECIAL BOARD MEETING**  
**OF THE BOARD OF COMMISSIONERS OF**  
**THE HOUSING AUTHORITY OF**  
**THE CITY OF DAYTONA BEACH, FLORIDA**  
**FRIDAY, SEPTEMBER 2, 2011**

The special meeting of the Board of Commissioners of the Housing Authority of the City of Daytona Beach was held at the housing authority's administration office located at 211 N. Ridgewood Avenue, Daytona Beach, FL in the 1<sup>st</sup> floor conference room Friday, September 2, 2011 at 10:00 A.M.

Vice Chairman Kretzer called the meeting to order at 10:13 A.M. Sonya Frazier provided the invocation.

Upon roll call by Kizmet N. Garvin, commissioners present were John Kretzer, Sonya Frazier, and Norma Lewis. Corwin Lasenby was excused and Robin Courtney was unexcused. Three of five commissioners were present.

**III. NEW BUSINESS**

- A. Submission for approval, award lighting contract to Giles Electric for the parking lot at the Windsor and Maley Apartments in the amount of \$80,900.**

Vice Chairman Kretzer moved the acceptance of awarding the parking lot lighting contract to Giles Electric as stated. Commissioner Lewis moved the acceptance of the contract award to Giles Electric. Commissioner Frazier seconded the motion.

**Discussion:**

Mr. Gamble stated that the HA has delayed the parking lot paving project due to the installation of the parking lot lighting at the high-rises. Giles is the only company to submit a bid. HUD advised that we could proceed with the one bid. The Board unanimously approved the contract award to Giles Electric as stated.

**B. Submission for approval, authorize the executive director to temporarily increase salaries.**

Vice Chairman Kretzer entertained a motion to authorize the executive director to temporarily increase salaries. Commissioner Lewis moved the acceptance of the authorization for the executive director to temporarily increase salaries. Commissioner Frazier seconded the motion.

Discussion:

Mr. Gamble stated that this is something that has occurred before. There are opportunities when staff members do additional work and Mr. Gamble has increased their salaries. Files are documented with the additional duties and whatever salary action. Daytona Village is the current project where some of the staff will have additional duties. Vice Chairman Kretzer commented on staff working on the foundation and that the same action may be necessary. Mr. Gamble advised that that would have to be addressed during a foundation meeting. The Board unanimously approved authorizing the executive director to temporarily increase salaries.

**C. Discussion with Leo Dauwer of Dauwer and Associates to discuss the executive director search.**

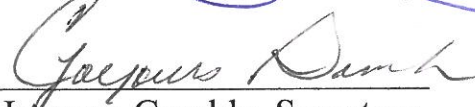
Discussion:

Mr. Dauwer was conferenced in via phone for the discussion. Mr. Dauwer discussed the procedures he would follow in the executive director search. At the conclusion of the discussion, Mr. Dauwer was instructed to publish the executive director ad. He advised that the ad would be published with NAHRO, PHADA, FAHRO and SERC.

The meeting adjourned at 9:45 a.m.

ADJOURNMENT

  
Chairman Corwin Lasenby

  
Joyours Gamble, Secretary