

**Daytona Beach Housing Authority**

**April 21, 2023 Board Meeting 10:00 a.m.**

- I. Call to Order** - Chair Daniels called the meeting to order at 10:00 a.m.
- II. Roll Call** - Commissioners Jass, Jamison, Brown-Crawford, Murphy, and Daniels were present for roll call.
- III. Invocation** - Invocation led by Commissioner Brown-Crawford.
- IV. Recognition of Visitors** - CEO Charles Woodyard recognized De'Onna Henderson, the CEO and founder of Hummingbird Associates. She is the compliance contractor for the Authority and is working with the business units to make responses to the compliance audit findings. Her relationship with the Authority will be ongoing while she monitors compliance across all of the programs. He confirmed that she was on the Zoom call. He also introduced Sergio Gonzalez, the Authority's auditor, and said that Sergio had a meeting come up and would need to leave shortly. Chief Financial Officer Dominic Morgese requested that Sergio Gonzalez be moved to the top of the order. Chair Daniels agreed that he can be moved up on the agenda and this will be discussed during changes.
- V. Public Comments** - No public comments.

## **VI. Approval of Minutes**

### **a. Regular Board Meeting - March 17, 2023 -**

**Commissioners Present: Jass, Jamison, Murphy.**

**Commissioner Absent: Daniels.** Commissioner Jass made a motion to approve the minutes of March 17, 2023. Commissioner Murphy seconded the motion. Commissioners Jass, Jamison, Brown-Crawford, and Murphy voted yes. Chair Daniels was not present at the March meeting and voted present.

**VII. Changes to the Agenda -** Chair Daniels suggested having Sergio start whenever he arrives. Mr. Woodyard said that he is already there (present on the Zoom call), and Chair Daniels agreed for Sergio to go ahead and start speaking about the audit.

Chair Daniels asked if there were any other changes to the agenda.

Mr. Woodyard advised the Commissioners that the agenda is long and probably the most consequential agenda they've had for several years. He didn't think they would finish at 12 o'clock. Everyone agreed to reevaluate at a later point after they see how far they've gotten.

Chair Daniels reminded the Board that the changes portion of the agenda is anything that happens on the agenda that

needs to be added and said that it's the same agenda with the change that Business Action item number one be moved up to now.

## **VIII. Discussion**

### **IX. Business Action Items**

#### **1. Resolution 2023-17 Approval of Audited Financial**

**Statements for Fiscal Year ended June 30, 2022 - Chair**

Daniels recognized Sergio Gonzalez. Mr. Gonzalez thanked Mr. Woodyard and others for their assistance in doing the audits of the financial statements. He mentioned that there are a few compliance issues.

Mr. Gonzalez stated that their responsibility as auditors is to present the information in conformance with generally accepted accounting principles and express opinions on the financial statements. He said that there were no new accounting policies adopted during the year. He said that financial statements include estimates and provided an example of how the purchase of a building would be expensed with regards to depreciation. Mr. Gonzalez stated that they had no difficulties in performing the audit and that this year, unlike last year, there were no material corrections, only immaterial, and there were no remaining uncorrected misstatements. He said that it's

all good from a financial statement point of view. He added that there were no disagreements with management.

Mr. Gonzalez first spoke about an opinion letter from AICPA. The opinion stated that based on the audit and the report of other auditors the financial statements referred to above represent fairly, in all true respects, the financial position of the Housing Authority of the City of Daytona Beach, Florida. He said that this is an unmodified opinion, and it is what you would want to see every time, and this is good.

Mr. Gonzalez reminded the Board that there are two columns on these financial statements: Primary government, as of June 30, 2022, which are the result for the Authority, and discrete component units, as of December 31, 2021. The discrete component units represent the four tax credit entities that the Housing Authority has a relationship with: Halifax, Lakeside, Pine Haven, and Halifax II. They are discrete because the Authority has a certain ownership percentage in them, but not enough that they can be combined into their own statements, but enough that a reader would want to know about them in the financial

statements. Next year, June 30, 2023, there will be fifth one, the WM at the River, so next year there will be five.

Mr. Gonzalez said that he will focus on the second column, primary government, and began by talking about the statement of net position, known in the business world as the balance sheet. This shows the assets compared to liabilities compared to equity, which is what has been earned over time. Equities are assets less liabilities. He stated that the Housing Authority's assets are pretty decent. The total assets and deferred outflows of resources are \$72.5 million; last year was \$56 million. It grew about \$16 million, which is a pretty big increase. The growth is due to the selling of the Amp 1 properties, Windsor and Maley, for which an almost \$17 million note payable was received.

Total liabilities are \$901,000 for this year versus \$1.1 million dollars last year. He said that it actually shrunk about \$200,000 based on the timing of the payables and how/when the payments are made since financial statements are on an accrual basis, and it all comes down to the timing.

He talked about the three components of net position: Unrestricted, restricted, and net investment and capital assets. The unrestricted net position is \$26 million, which is really healthy. Those are assets that are under the Housing Authority's control that can be spent within the appropriate programs, which is amazing, he said. He said that the Housing Authority has \$11.9 million tied up in capital assets and that there is \$33 million for restricted net position, which includes notes receivables for the partnerships, which were funded with the Hope VI fund, and that's why they're restricted. He said that the equity is very healthy. The net position is equity over time. He reviewed the statement of revenues, expenses, and changes in fund net position, otherwise known as the income statement. This is operating revenue, less operating expenses, plus nonoperating revenues to get the net income. He said that \$16.4 million was earned over the year compared to last year's small net loss of \$200,000. He said that losses will fluctuate year to year based on whatever operating grants versus capital grants and what the expenditures are. The reason this number is so high is due to a \$14.2 million note receivable from the Windsor and Amp 1

properties; this is the gain and the reason why the income is so large.

Under Findings and Comments, Mr. Gonzalez said that there were no issues on financials, but there were some compliance issues. An audit tests not only if the financial statements are correct but if there is compliance with the rules and regulations, in this case HUD. This year three programs were tested: HCV, Public Housing, and the Capital Fund Program, CFP. For CFP, the audit issued an unmodified opinion meaning that in all material respects there is compliance. There were two findings for Public Housing and three for HCV, compared to three total last year. Mr. Gonzalez states that this is normal for many of his clients due to COVID and the high-turnover rates. He said that qualified people are very important to this. The first finding is related to HCV and tenant files. There were similar issues to the prior year with missing or incomplete forms, calculation errors, utility allowance issues, and missing HAP contracts or EIV reports. It's documentation errors that were noted. The second finding was about the waiting list and ranking it properly based on higher preference points for criteria including whether applicants live

locally or are homeless. In this case, there were some preference points issues that weren't being reflected properly in the waiting list. Mr. Gonzalez said they're not sure if the waiting list was ranked properly.

He said the third finding involving the HCV Program concerned failed inspections. He said that once a unit has undergone inspection, any failures require correction within 30 days or 24 hours in a life-threatening or emergency issue. If no correction is made within the time limit and there's no valid extension, then rent must be abated, the landlord must cease to be paid. The auditor noted that rent wasn't abated, or the process wasn't followed properly. He said that rent abatement is the only ammo the Housing Authority has against these landlords when they're not in compliance with the inspections to make them fix the issues and the unit becomes safe to live in again. Concerning Public Housing tenant files, Mr. Gonzalez said that the findings were very similar to the HCV Program findings. He said that numerous forms and support missing, income calculation errors, similar to last year's findings. He said that it's documentation-type issues.



The second Public Housing finding, similar to the HCV Program, is an inability to determine if the preference points from the applications were being taken into account with regard to the waiting list and if the waiting lists were integrating properly with the applications.

He said that the Housing Authority has responded to these five findings and has a corrective action plan in place. He said that the bottom line is that the Housing Authority have consistent people on staff who are detail-oriented, that they're trained properly, and that they follow the HUD rules. He said that he knows that Mr. Woodyard is very interested in this because when they had the exit conference, that was something that he emphasized that he wanted to make sure that things were corrected in a timely fashion and done right. He said that he does not believe there will be as many issues next year and the report will be better. There are no questions or comments from the Board for Mr. Gonzalez, who disconnected from the Zoom call.

Commissioner Jamison said that she has gone through about four audits, and that she is concerned that the check-off lists put in the tenant files are not being

used effectively. She said that she is afraid that the auditors look at some tenant files, but there may be a whole lot of errors in all of the files. She also said that the waiting list is inactive and that this will cause complaints since people can't get a facility because the preference points are not considered properly. She asked what is done with the audit findings each year and whether employees are retrained or whether a second person is checking tenant files because to her it seems like it's just the same thing over and over again, and it looks bad because if 25 tenant files are in error, there might be 300, and that something has to be done about this.

Commissioner Brown-Crawford said that she is echoing Commissioner Jamison and reminded the Board that last year she asked that that year's errors be listed to make sure that the Housing Authority was on top of those. She said that she does know that there has been a change of staff. She said it's an excuse but it's not because as long as she has been on the Board, this has been on the audit. Commissioner Brown-Crawford stated that her biggest question is what the Authority is doing about the missing files. She wanted to know whether those missing files can be re-created. She

said that would be the first place to start. She also said that if the auditors are randomly checking files, they're not starting with the first file. She said that she's glad that the auditors don't pick more than 25 tenant files to audit. She said that the employees are not randomly picking but instead thoroughly going through, one by one, and checking each file. She asked how many files there are. Mr. Woodyard responded that there are 479 active files. She finished by saying that she hoped if she's part of the Commission again that they don't have these errors next year. She said that she wants the staff to be stable, that they're needed, and that she doesn't know who the Housing Authority will get past these issues with high staff changeover. She said a priority should be getting the checklists and going through the folders right away. Commissioner Murphy said that while she agrees that there needs to be focus to bring the files up to date that she does not want the fact that the financial statement has no material findings to be overlooked, which is excellent for an organization with this much money. She commended the financial staff and Mr. Woodyard for taking the Housing Authority to that place.

Commissioner Jamison asked whether a second person gets to see a file besides the person in charge of the file. Chair Daniels said there is an action plan. Chair Daniels said that he has been through several audits over the course of his time on the Board and that the Housing Authority, like Commissioner Murphy pointed out, did correct something very material, which was the financial action. He said that the Housing Authority had some missteps and some money that was mis accounted for, and that was fixed. He thanked Mr. Woodyard for getting the financial straightened out. As for the files, Mr. Daniels said that last year the Board went over the same thing, and that he made the comment that last year's audit wasn't Mr. Woodyard's responsibility because he wasn't here, but that these files fall under him now. He said that he hoped the Board will take a look at the corrective action plan. He said that Mr. Woodyard has brought in De'Onna Henderson, with Hummingbird, to review the files. He said that Mr. Woodyard is making the kind of adjustments the Board would like to see. He said that he didn't want to see two new findings and that he hoped next year's findings will be reduced. Chair Daniels also recommended that the Housing Authority's

tenant file systems could change colors with different time periods.

Commissioner Jamison asked if it's possible to determine which individual was doing the files.

Chair Daniels said that Mr. Woodyard would be the one to speak to that, not the Board.

Commissioner Brown-Crawford said that she wants to make sure that the staff knows that the Board is not discounting the audits. She said that the Board appreciates that it's a lot of work. She said that her concern is about the waitlist and whether the Housing Authority is being fair. She said that the community already has a perception that the Housing Authority is not being fair and now it's in writing. She said that the Housing Authority is here to serve the people and that it has to look fair when we're picking applicants or when applicants have special needs and need to be pushed up (***\*see top of page 13***). She said that the Housing Authority wants to be A-rated, not mediocre, and have at least 95% in all areas, which is a long way from where the Agency has come.

Commissioner Jamison said that would be the headline in the newspaper, that the waiting list is crooked, not the finance, that would be down at the bottom.

Chair Daniels said that the audit doesn't say that the Housing Authority is reaching down and pulling somebody else up over a veteran, with preference points, is not what the audit says. He said that the audit said that when the Housing Authority transferred to Yardi, another system, that didn't take everybody's preference points. He said that the staff has to remember to select the preference points, that Yardi doesn't just give the preference points. Commissioner Brown-Crawford said that the people with special needs, whether it's veterans or homeless, that is already the perception, that the Housing Authority is not picking those people. Chair Daniels said that it's a new system that didn't migrate over, so staff had to manually enter the preferences, and that staff did a great job.

Mr. Gilmore interjected that normally less dialogue on the record is good, but that this dialogue was good because people in the public aren't going to take time to go and request a copy of this and read the finite points that make it clear that we're not jumping over people on the list. He said that it is important for this record. Mr. Woodyard agreed and said that he doesn't want to trivialize the findings but that the

waitlist findings are a fire point, it is not a material finding the waitlist is out of whack. Commissioner Jass said that people who are on the waitlist do not know or do not understand how preferences work. She said that when she and her husband applied, they were called 30 days later since her husband was elderly. She also said that she hears that many people don't want certain blacks and the homeless, and that's why people aren't getting moved in.

Mr. Woodyard thanked the finance staff and mentioned that the reason Hummingbird was hired was to be the check and balance and make sure compliance is in order. He said it's not his first choice since he doesn't believe in compliance monitoring because he believes it's better to do it right in the first place. He said that's where he likes to devote his energies. He said that his strategy is to get it done right the first time. He said that he didn't want to give excuses but that when Hurricane Ian hit, the Public Housing files had to be moved, which caused some logistical issues. And he said that from a period between November and maybe a month ago, both business units were distracted by the results of the hurricane,

the insurance, the relocation. On top of that, Mr. Woodyard said, the Housing Authority was having tremendous turnover problems. He said that it's not going to happen next year. Chair Daniels said that he doesn't want to make that an excuse, but that files being moved around could have caused things to be misplaced.

Dom Morgese said that the fiscal year audit that was presented by Sergio Gonzalez was June 30, 2022, which was prior to the storm and that next year it might not be as rosy since it's all predicated on FEMA reimbursement.

Commissioner Jamison motioned to approve Resolution 2023-17. Commissioner Brown-Crawford seconded.

Commissioners Jass, Jamison, Brown-Crawford, Murphy, and Daniels voted yes.

## **X. Discussion -**

**a. Picerne termination** - Mr. Woodyard stated that Picerne, a third-party management company for the LIHTC communities, gave a 57-day notice that they intend to terminate the contract. He said that this wasn't entirely unexpected, but that it was unexpected. He said that there have been difficulties with this vendor, and that the



Authority was moving in a different direction eventually; however, this was not a lot of notice. He said that this is on par with the discussion with the Board of three of these properties taking over the properties next month or so. He said that they're not the same thing but that they are related because third-party management is hired by the partnership. Mr. Woodyard stated that he will ask the partnership for more time because the Housing Authority really needs Picerne to leave this right when the Housing Authority takes over the properties. That changes a lot with the limited partners who are left, there will be none left, just the Housing Authority as the general partners, and we will make a decision whether to stay in the tax-credit world. He said that he does not want to stay in tax-credit world, but he does want to keep affordability, like the Housing Authority always has. He said that the choices are self-managing, which will be his ultimate recommendation. He said that the issue is when the Housing Authority starts to self manage. He said he doesn't know if the Housing Authority

has enough time to get all of its ducks in a row and self manage right at the time Picerne decides to terminate, whenever that is. He said that he and Mr. Gilmore were going to discuss that after the meeting. He said if the Housing Authority cannot do that, then the Housing Authority needs to look at another third-party manager to work with the Housing Authority for a year or less. He said that he has spoken with third-party managers who are interested. He said that he wants the takeaway from the Board to be that the Housing Authority will make sure that there is management for these whenever Picerne decides to terminate.

**2. LIHTC Properties buy-out status - Mr.**

Woodyard said that the limited partners are not interested in trying to extract an exorbitant amount of value out of the properties when they transition out, which means that they're not trying to grab a bunch of money from the Housing Authority. He said that they want about \$46,000 in fees. Mr. Morgese said that these are amounts due to them in developer fees, that these are accrued amounts owed to them. Mr. Woodyard said

that they just want out and that they're putting it on the Housing Authority and that is OK because the Authority has a strategy to better cash flow the properties once the Housing Authority takes them over from Picerne.

Mr. Woodyard stated that the second issue is that three of the four mixed-income LIHTC properties (Lakeside, Halifax I, Pine Haven) are being negotiated and the tax-credit compliance period is now. He said that Halifax II is a different animal because it is newer, with higher income mix and will be negotiated later. He said that Halifax II is only two blocks from Halifax I (off International Speedway) and is one block east of Nova Road. He said that it can be a sticky situation because the Housing Authority has to deal with Boston Financial, the limited partner, for another year and that Boston Financial is going to be a stickler about who manages the property after Picerne leaves. Commissioner Jamison asked if the Housing Authority would hire personnel. Mr. Woodyard said that the Authority already has tax-credit-certified people on staff but that he doesn't

want to stay in the tax-credit world; however, the Authority will have to for Boston Financial, for Halifax II.

Commissioner Brown-Crawford asked whether the income goes into unrestricted funds once the Authority takes over management of the tax-credit properties. Mr. Woodyard said that it can be a pass-through, that there are different ways to do this, and that he was glad that Commissioner Brown-Crawford brought up the subject. He said that this is one of his strategies to bring more income into the COCC and just non-restricted income. He said that these properties have a built-in property, or asset-management, fee that goes to Picerne, a private company, right now. He said that's how Picerne makes money, so the Housing Authority needs to look at the fee structure and see if it's going to generate revenue for the Housing Authority. Mr. Woodyard said that he doesn't want the public housing units to stay LIHTC, but for them to be project-based vouchers. This would represent as much as a 20% increase in revenue for those units if the Board approves

this. When they refinance, they will put enough in the loan to finance improvements to these properties, if the Board approves.

Chair Daniels asked about staffing the properties when they take them over and if they have enough people. Mr. Woodyard said not right now and that he spent time with the staff last week and determined there are three or four maintenance vacancies at the moment, and that at least three more maintenance positions would be required to take the properties over.

Commissioner Daniels said that the Housing Authority doesn't want to take over the properties and not be able to run them, that would be fatal, and that he hates when people dump something because they don't want it and you get burdened with something that's not your responsibility initially. He asked for Mr. Woodyard to come back with recommendations. ready when it's ready to manage the properties. Commissioner Brown-Crawford agreed with the concerns and stated that they just need to make sure the Housing Authority is ready and not just

rush into taking over management of the properties.

Chair Daniels said that this could work out for the Board and the Agency to have a place to put Caroline Village residents when the asset repositioning starts. Mr. Woodyard said that by the end of the 2023 calendar year, all of the dust with LIHTC will be settled, and that the Housing Authority will have taken over the LIHTC properties by that time.

**XI. Consent Agenda** - *(Matters included under the consent agenda are self-explanatory and are not expected to require review or discussion. Items will be enacted by one motion. If discussion is desired by any member of the Board, then that item will be removed from the consent agenda and considered separately.)* Commissioner Murphy made a motion to approve the Consent Agenda. Commissioner Daniels seconded the motion. Commissioners Jass, Jamison, Brown-Crawford, Murphy, and Daniels voted yes.

**a. Resolution 2023-15 Approving an increase in the contract amounts for architectural and engineering services by GLE Associates and Bessolo Design Group, Inc.**

**b. Resolution 2023-16 Exercising the first option to extend, for an additional year, the Maintenance Services Contract for the Older Adults Home Modification Program.**

**XII. Real Estate Development**

**a. Design Charette** - Chair Daniels said that three commissioners were present and that the turnout for the Design Charrette was actually more than he thought. Mr. Woodyard added that that was the worst storm the area had all year. Mr. Woodyard thanked the staff and leadership for all the work they did putting it together and making it a success. He called it Kara Lennard's project and said that she got a lot of support from Tarneisha Thomas and Samantha Griffin and everyone else on the Leadership Team. He thanked the Board members who were able to attend. He said that He received good feedback from the people who were there, including residents and former residents who actively participated in the discussion groups. He said that Bessolo will be working on that when they have the follow-up Charrette, location TBD. He noted that the City Manager, the Community Development Director,

Zone Commissioner Reid, and someone from the school system were in attendance. He said that the turnout was decent considering the weather. Chair Daniels commented that it was a good event.

Commissioner Brown-Crawford thanked the staff and commented that there were more former residents and community people and that she would have liked to see more residents because they're the ones with the most questions. But she said not to be disappointed because the community leaders that were there are aware of what's going on and residents can't say that they didn't know. She thanked Charliesa Freeman for spreading the word.

Mr. Woodyard mentioned that they hired a church bus to pick up residents, but the event was in the middle of a hailstorm.

**b. Choice Neighborhood Planning Grant - Mr.**

Woodyard said that they are moving full steam ahead with the grant and that they have hired a planning grant consultant, EJP, which comes highly regarded. EJP will be in town for two days, and the Authority will meet with them as a



team. He said that the Housing Authority works collaboratively with various partners and is not a fortress of solitude. He said that EJP has already started the process by asking for information from the checklist, and the due date is around June 30.

**c. Brentwood update** - Mr. Woodyard said that the Housing Authority has hired Cobb Cole as its land-entitlement attorney, through Saxon Gilmore, to write an administrative process. The City of Daytona Beach hasn't done this before so they're asking us to do it for them, and Brentwood is a test case. This will save a lot of money to do this administrative process. It could take two to three more months, which is really good, but he said that he isn't able to give a timetable but that it's a lot shorter than it would have been.

Commissioner Brown-Crawford said that finally the Y has started building and that she is glad because it is to the Housing Authority's favor because the building was an eyesore in that area. She said that the property sale may help them out to finish the project. She said that it

happened fast, and Mr. Woodyard added that it happened as soon as they got the Authority's money. Commissioner Brown-Crawford agreed saying that she saw the Authority's money at work. She mentioned that the Muslim Center doesn't spend money they don't have, and that it has been financed by members of the group, and work had come to a halt until they got the Authority's check. Mr. Woodyard said that in a few years when Brentwood is fully built, the Authority will end up signing an MOU with the Islamic group since they want to be neighbors and provide services. He also said that there is a possibility that the Housing Authority buy the two acres adjoining the side and the 4-1/2 acre-property across the street.

**XIII. Business Action Items -**

**2. Asset Repositioning Strategy** - Mr. Woodyard said that an individual vote can be taken on these and that, based on what is approved today, they will come back next month with an overall resolution that ties it all together. He mentioned that there are two options, option one being the one that received the most votes at

the retreat, and option two being second place. Chair Daniels recommended taking each asset once at a time and taking votes on which direction to go. The commissioners agreed.

Mr. Woodyard said that when he first got there, he took everybody to Palmetto Park and Loomis and proposed tearing Palmetto Park down and building on Loomis, but his recommendation has changed. He found out that RAD had evolved from when he was originally involved with it in Chicago. He said that when RAD started, units could only be diminished by a de minimus amount. He said that has changed and that what is possible at Palmetto Park is to change the floorplans of the units and make them larger footprints and rooms, which decreases the units. He said that, at the same time, the way Palmetto Park is configured, the Housing Authority can do RAD new construction to a smaller degree on the site. Mr. Woodyard said that RAD has evolved since the last time he had done it.

Chair Daniels asked Mr. Gilmore how best to proceed. Mr. Gilmore recommended that, for each one of the properties, a commissioner making a

motion, then having a vote, and then an opportunity for discussion is the most efficient way to do it, and that it can be memorialized with a resolution next time.

Commissioner Brown-Crawford asked whether a second bathroom could be added at Palmetto because previously they had been told that a wall couldn't be knocked out. She said that a second bathroom, family room, bigger apartment is what's needed if they want to keep up to date with what people are going to want to live in. Mr. Woodyard responded that theoretically the Housing Authority can, but that it's going to be expensive, and that the Board needs to think about it differently - as a RAD and a RAD new construction all woven together on that property. He said that he's not there to promise that the Housing Authority will be able to do this, but it is conceivable that the Housing Authority can do some things that add bigger rooms. He gave an example that a three-bedroom duplex, with six bedrooms, can become three or four single units along with adding in more bathrooms or making bedrooms and family areas

bigger. He said that they will look at all of that.

Chair Daniels asked if all are in favor of option one, which would be for the Agency to keep it. Mr. Gilmore said Chair Daniels could do it that way or ask for a motion. Commissioner Jamison moved to accept option one on the Asset Repositioning Decision Matrix (***Extensive remodeling under RAD and/or Choice Neighborhood. Remodeling could also include new construction***) for Palmetto Park. Commissioner Brown-Crawford seconded the motion. Commissioners Jass, Jamison, Brown-Crawford, Murphy, and Daniels all voted yes.

Mr. Woodyard said that this can be part of the Choice Neighborhood Grant implementation award, which is extra money to do what they want to do. Chair Daniels started talking about Loomis being the property with the old library. He said that option one is to develop the site for sale housing subdivision, that option two is to develop the site as multi-family rental housing. Option two is multi-family rental housing and then something to be determined. Mr. Woodyard

said that TBD means To Be Determined and that the Board hasn't approved anything yet.

Commissioner Murphy said that one thing that the Board needs to look at is the huge-housing need and whether the Board will be maximizing the number of units they can provide. She said that the Board should look at the whole thing in context then, after the Board has voted, to make sure that it is not tipping in the direction of reducing the number of units that the Authority can provide.

Commissioner Jamison said that if the Board votes to demolish a number of units then it had better make sure that it votes to add more.

Chair Daniels asked about the difference between the two options. Mr. Woodyard clarified option one is for-sale housing home ownership, with single-family detached or multi-family for sale, like townhomes, and option two is building apartments.

Commissioner Brown-Crawford said that the way she reads it is that we're going to sell this property and whomever buys it is what it needs to be used for. Or, she asked, is the Housing

Authority holding onto the property and developing it into single-family and affordable homes? Mr. Woodyard responded that if the Board votes on option one for Loomis, then his intention is to put an RFQ on the street for for-sale developers to partner with the Housing Authority. He said that there are several local nonprofit developers who are interested in this. He said that either one or more for-sale developers will build a subdivision on that 10 acres, and the Authority will decide who moves in it, that they will work with us to decide who moves in it. But, he said, the Authority needs a homeowner builder/developer to develop it. Commissioner Brown-Crawford said that this would be similar to Cardinal Estates, which the city developed and sold the homes to low income, and there was like a dual title, with the City and the residents, that if the residents stayed 10 years and maintained it, then the property was turned over completely to the homeowner. Mr. Gilmore said that there are many ways to do homeownership depending on the target market.

Chair Daniels said that option one has a lot of tentacles to it and that he'd like to see what the Housing Authority is actually going to do, that there are many caveats to homeownership, before he can say yes.

Commissioner Jamison moved to approve option three, TBD, and Mr. Woodyard said that is no vote. An unknown commissioner seconded the TBD motion.

Commissioner Murphy asked for a discussion on the motion and said that her concern with going with the TBD is they aren't giving staff direction to go forward in any way on this parcel. She said that if they want more information on what a for-sale project might look like, they really need to give them option one so they can put that together and bring something back to the Board to take an action, so she will be opposed to the TBD option.

Commissioner Brown-Crawford agreed with Commissioner Murphy because, she said, the property has just been sitting there, for as long as she has been on the Board, and that they have to pick an option so they know which



direction to go. She said that she would not be for the final option, she'd be for giving them an option.

Mr. Woodyard said that the options are big concepts right now and that there's time to figure out the details. He said that the Housing Authority does maximize its units if it does multi-family here. He said that there's a big financing gap of five to six million between them and the developers of the site that the Authority is not prepared to do on this site and he said that he thinks that this neighborhood needs more-stable homeownership in New Town. He said that Soul City is there.

Chair Daniels said they didn't sit on the property to sell it, that they just want to have more information about whether the desire is to sell it or rent it. He said that once the homes are sold, then the Housing Authority would lose interest. He said that the Authority, as rental landlords, retain the financial interest. Mr. Woodyard said that this isn't about selling houses, and that they have a restrictive covenant.

Commissioner Brown-Crawford said that it looks good for the Housing Authority to partner with a contractor to give homeowners a home. She said that not everything can be about money and that they want to make sure people own their homes since people don't want to rent forever since rent is super high. She said that if they can develop affordable housing, it would be a big star over the Housing Authority. She said that affordable housing has become a buzz phrase, that people just say it, and nothing ever happens. She said that it would be wonderful if the Housing Authority said that's what we're going to do with that site and then make it happen.

Commissioner Jamison said that the motion is to do this eventually, but not right now because there are many other priorities. She said that Loomis would take a whole lot of planning, even five to six years from now.

Mr. Woodyard said that a homeowner subdivision, in his experience, is a lot less complicated than an apartment complex. He said that the financing is different. He said that he has

experience with both and that apartments are much more difficult, much more complicated. Chair Daniels stated that they have a motion and a second and proposed a vote on TBD.

Commissioners Jass, Brown-Crawford, and Murphy voted no. Commissioners Jamison and Daniels voted yes.

Regarding Loomis, Commissioner Brown-Crawford made a motion to choose option one on the Asset Repositioning Decision Matrix (***Develop site as for sale housing subdivision. Include multiple housing types. DBHA chooses home buyers***).

Commissioner Murphy seconded. Commissioners Jass, Brown-Crawford, Murphy, and Daniels voted yes. Commissioner Jamison voted no.

Regarding Caroline Village, Chair Daniels said that Caroline Village option one is Section 18 demo/dispo, and option two to keep site, mitigate, and renovate, and then TBD. Chair Daniels said that he doesn't believe in demo/dispoing anything until the Authority has somewhere else for the people to go. He said that option one isn't an option right now. He said that everybody's not actually being able to

be housed. He said that here are people with credit issues, so option one for him is an issue. He said that is his concern with option one demo/dispo.

Commissioner Murphy asked if a contingency can be put into it so that current residents of Caroline Village are housed as a condition of the demolition. Chair Daniels said that the Board can add anything. Mr. Gilmore said that could be added as part of the motion.

Commissioner Jass said that so many homes are needed and that we can't keep putting it off. She said that rents are horrendous and gave the example of her daughter applying for a house and needing \$6,000 to get in and that if credit scores are high enough. She said that something needs to get started and that she believes in option one because she doesn't see where they're going to stop the flooding without costing a lot of money.

Mr. Woodyard said that there is an error on his part that, in the Real Estate update, he should have mentioned that they put an RFQ out on the street for Brentwood and Halifax. He also met

with one of the developers and made it clear that the Housing Authority views this as a replacement site for what they will conceivably lose at Caroline Village. He said that Halifax could expand, and that Brentwood could double in acreage if certain things fall in place and Halifax.

Commissioner Jamison said that Caroline Village is a huge area and wondered who would buy such a large area. Mr. Woodyard said that there is substantial interest, that someone is willing to work with the Housing Authority to convert the site into something that works with the community. He said that it depends on if it's the right price. Mr. Woodyard stated that he wholeheartedly supports moving Caroline Village and replacing it somewhere, but that the Housing Authority will only accept the deal, including the dollar amount and what happens with the land, if the Board approves. He said that on all of these, when the Board votes, it is only to start the Authority in a direction, and that the Board will be voting on all of this over the next couple of years.

Commissioner Brown-Crawford said that she wanted to ensure that there is a stipulation that the buyer uses the site for the agreed-on purpose. She said that whatever is done needs to be contractually binding and for the community because the community is sick of it flooding and it has happened many times already. She is OK with this option as long as this understanding exists. She said that she doesn't want to see the Board put a Bandaid on the problem and put the residents through the flooding again.

Commissioner Jamison moved that they accept option one on the Asset Repositioning Decision Matrix, for Caroline Village, as written

**(Section 18 demolition and sell at fair market value. Stipulate that buyer use site for purpose DBHA agrees with), with the stipulation that there is property available for residents to move into.** Commissioner Daniels seconded the

motion. Commissioners Jass, Jamison, Brown-Crawford, Murphy, and Daniels voted yes.

Chair Daniels requested a motion concerning the Brentwood property. Commissioner Murphy made a motion to accept option one on the Asset

Repositioning Decision Matrix (***Begin development process immediately***). Commissioner Jamison seconded the motion. Commissioners Jass, Jamison, Brown-Crawford, Murphy, and Daniels voted yes.

Concerning Walnut Oak, Mr. Woodyard said that his plan for Walnut Oak is that once the Board votes on this, he will do a press release to the community to let them know what the Housing Authority is doing. He said that he has not included Walnut Oak in the larger document provided to the Board because he does not want the residents of Walnut Oak to panic. He said that he is meeting with Chair of Bethune-Cookman and the City Manager next week to discuss Walnut Oak. Chair Daniels said that this should have been in the motion with Caroline Village. Mr. Woodyard said that all that option one for Walnut Oak says is that the Housing Authority will continue discussions with who you see down there. Commissioner Jamison moved that they accept motion one for Walnut Oak on the Asset Repositioning Decision Matrix (***Continue discussion with COBD. Ascertain their interest.***

***Partner with COBC under appropriate***

***circumstances***). The motion was seconded by Commissioner Murphy. Commissioner Brown-Crawford said that she wants it to be clear that no decisions really are being made other than that they will continue discussing partnering with them, that we're not saying we are going to do that. Commissioners Jass, Jamison, Brown-Crawford, Murphy, and Daniels voted yes.

Concerning Pine Haven, Chair Daniels said that the Housing Authority is in the business of housing and that we are in a housing crisis, so option one, for Pine Haven, would not be an option for him. Chair Daniels said that option two is to redevelop Pine Haven as a mixed-use site, include in Choice Neighborhood Grant, address the bald eagles. Chair Daniels said that option three is TBD. Mr. Woodyard said that TBD isn't an option, it's just a space holder.

Commissioner Jass asked why the two lots are vacant. Chair Daniels said that it's due to the bald eagles.

Commissioner Brown-Crawford made a motion as it relates to the Pine Haven Assets Repositioning



Decision Matrix that the Board redevelop as mixed-use site, include in Choice Neighborhood Grant and address the bald eagles, which we can probably address that and rectify that. Chair Daniels seconded the motion.

Commissioner Murphy asked if this was the parcel that the City was asking about pushing drainage to. Mr. Woodyard said no. She asked if it's correct that it already has all the infrastructure. Mr. Woodyard said that it actually has too much infrastructure, and it will have to be reconfigured if the Board votes in this direction. Commissioner Brown-Crawford said that she wants to add that putting a natural reserve there is not favorable to the community. She said that people are wondering what's happening with that property and that the Housing Authority has always had the excuse about the bald eagle. She said that if there's a way to develop without going to jail about a bald eagle, that the Authority is in the business of housing, not creating a natural habitat. Chair Daniels said that they can build anything and put things in place and that the

Authority could add a butterfly garden, or garden, or some nature trail. He said that the Authority needs to put houses up first and hopefully keep nature present.

Chair Daniels proposed voting on option two. Commissioners Jass, Jamison, Brown-Crawford, Murphy, and Daniels voted yes.

Concerning Halifax, Chair Daniels read option one, which is to develop it as mixed-income rental housing and option two, to develop as single-family homeownership as originally intended.

Mr. Woodyard said that he liked the idea of Loomis being the Authority's significant homeownership effort. He said that it's bigger than Halifax I, with Halifax I being about three acres, and Loomis being about ten. He said that it's a bigger bang and that the great thing about Halifax I is that it's not in the floodplain. He said that he thinks they can build a nice community that will work well with Halifax I across the street. He said that option one is what is supported by the staff.

Commissioner Jamison made a motion to accept option one, for Halifax I (vacant), on the Asset Repositioning Decision Matrix (***Develop as mixed-income rental housing***). Commissioner Murphy seconded the motion. Chair Daniels opened the discussion.

Commissioner Brown-Crawford said that she agreed with Mr. Woodyard because everybody won't own homes and that it is what it is because if that were the case everybody would be homeowners now. So, they still have to provide a place for people who don't want a home or don't qualify. She said that since mixed-income is what the property was supposed to be in the beginning, that the Board just needs to make that happen. She said people still need places to rent. It was for people to rent, regardless of what it costs, and that hopefully by then the market will have changed.

Commissioners Jass, Jamison, Brown-Crawford, Murphy, and Daniels voted yes.

Concerning Business Park, Mr. Woodyard said that this property was really discussed it at the retreat, and that it's not a good headquarters

site. Commissioner Brown-Crawford agreed and said that it's just not close to the people. Commissioner Jamison made a motion to accept option one, for Business Park, on the Asset Repositioning Decision Matrix (**Sell**).

Commissioner Murphy seconded. Commissioners Jass, Jamison, Brown-Crawford, Murphy, and Daniels voted yes.

Concerning 211 N. Ridgewood, Chair Daniels read the choices: Sell/relocate HQ and keep in centralized location, or lease the building space and keep as HQ.

Mr. Woodyard said that the staff is in favor of option one. He said that Hurricane Ian was a blessing to this building in some ways since they got a new roof, the entire building is being painted, there will be new carpet, and that there's a chance that windows and some furniture will be replaced. He said that the asset will be spiffed up. He said that he wants to draw people to this building, and that there is no landscaping or signage and that people who don't know where the Housing Authority is drive around looking for the building. Chair Daniels

said that they've talked about putting up a sign. Mr. Woodyard said that they have to go through bureaucratic hoops to do so. Chair Daniels said that he likes the building until the Authority has something else.

Commissioner Jamison said that she likes the location of it and that it can be spruced up and a sign can be put up but that it's a good location, near the bus station. She said that because of the storm, it has been dressed up a little bit, so for right now, she said, she thinks that it's a good place to stay.

Commissioner Murphy said that it would give them some revenue and fulfill other plans and that it's oversized for the number of staff they have there. She said that she thinks that it's an opportunity to get the most money for it since it's recently rehabbed and she said that she is in favor of selling it.

Commissioner Brown-Crawford said that she's in favor of keeping it because of where the location is. She said that she would like, if the Business Park is sold, use some of those funds to be more like the Brown and Brown

building, where the employees don't have to go anywhere. She said it could be more of a venture business venture and get some small business owners or a café downstairs. She said that she wants to make the building more user-, community-, and resident-friendly so that when people are waiting to fill out an application, for example, they have a place to get a snack, or if it's raining, they don't have to be outside, in a line. She said that this is in the heart of the community and doesn't know where they'd find something else. She said that she wants to preserve history in Daytona and that everybody else is going to tear it down and put a condo or a parking garage.

Chair Daniels said that he understands the value of the selling condition, but that he also appreciates the size of the building and utilizing the space. He said that with the Authority taking over Picerne and staffing increase, this building will provide the much-needed space. He said that it may be a two-story Housing Authority pretty soon with all of the people that will need to be hired.

Commissioner Jamison made a motion to accept option two, for 211 Ridgewood, on the Asset Repositioning Decision Matrix (***Lease Building space. Keep as HQ, with an amendment to keep the asset the way it is but improve it for revenue generation and better service to clients and the community***). Chair Daniels seconded the motion.

Commissioner Brown-Crawford said that they do have a lot of space and will be a property-management company, so maybe they should work with a commercial real estate realtor since there are people who were looking for affordable spaces for their businesses and that the building has the space.

Commissioner Murphy said that if they don't vote to sell it, they need to address Mr. Woodyard's point that from the street that it doesn't look like a professional operation from the street. She said that she'd like to see that changed.

***Mr. Woodyard requested clarification, an amendment, to keep the asset the way it is, but improve it for revenue generation and better service to clients and the community.***

Commissioners Jass, Jamison, Brown-Crawford, and Daniels voted yes. Commissioner Murphy voted no.

Commissioner Brown-Crawford, at 11:57 AM, made a motion to extend the meeting to 12:20 PM. Commissioner Murphy seconded the motion. Commissioners Jass, Brown-Crawford, Murphy, Daniels voted yes. Commissioner Jamison was not present for the vote.

**XIV. Old Business Items - None.**

**XV. Monthly Performance -**

**1. Housing Solutions**

**a. Public Housing and Housing Choice Voucher**

**Reports - Audit Response** - Mr. Woodyard said that the compliance contractor is on the Zoom call and asked to move the item up on the agenda. Chair Daniels agreed. Ms. De'Onna Henderson introduced herself and said that she has been in the housing industry a little over 27 years and started Hummingbird Management and Compliance Group, LLC, 14 years ago. It is a consulting firm dedicated to providing professionals and compliance services to organizations and government agencies that support the preservation and expansion of affordable housing. She said that their mission



is to provide their clients with superior quality and professional services that effectively meet their objectives. Hummingbird consists of various professionals that have a variety of experience in the housing industry and that their purpose is to enrich the lives of the people they touch and strengthen the operations of the clients they serve. She stated that she was asked to assist the department with the compliance matters for both Public Housing and Housing Choice Voucher Departments. The services consist of providing continuous compliance, hands-on training, troubleshooting, and PIC-related errors and weekly assisting with the transition services for those mixed-finance properties. She said that Public Housing and Housing Choice Voucher staff are an absolute joy to work with, and both department managers have displayed dedication, commitment, and a willingness to be open to various suggestions for improvement in their departments. She said that they meet on a regular basis to discuss, strategize, and plan for improvement. Ms. Henderson said that she looks forward to

continuing their professional relationships and that she's excited to see the progress that both will make in the upcoming months. She said that she heard some of the questions after the audit presentation on what that process looks like for making sure that the files are in an order. She said that they have established, in place and in conjunction with the Housing Authority, to have her team take a look at each of those files before they go on to an approval process. She said that the file is reviewed first against those certain set of metrics that are based upon each program, so not just looking at the checklist to say yes the item is here, but also looking at the checklist to make sure that it's filled out in a complete way, that calculations are done in a most-accurate way, that any regulatory or discretionary documents are in the file. And so of course with each file being looked at, if there are errors that are noted, we are given a grade for each of those files, and the staff is notified of those errors, and they are expected to complete those errors before the file gets reviewed. That essentially

helps us with establishing a set of analytics, where they are monitoring the progress for the improvement on those files, as well as being able to drill down on those common issues that are being cited in those files, and provide hands-on training for those specific items to track those errors if they become systemic. She said that they can track them by program type, by transaction type, by site, by employee, and this will allow management to make management decisions that are based upon the data, not necessarily on emotions and feelings. She said that basing those decisions on data helps the Agency work towards the improvement. Ms. Henderson said that they're also coming in to provide hands-on training, not just in the upcoming weeks where they'd be on site, but continuous training with the staff to ensure that they are well aware of any of the compliance-related issues or any things that are new and coming up to help them with their day-to-day job. She mentioned a question regarding the waiting list. She said that it's her understanding that the Agency is working toward

bringing in a person to manage the waitlist for Public Housing and that they are going to be training that person one on one, not just on those HUD policies, but on how to manage that waiting list. Also, they are going to be training them on how to use Yardi. She said that the team and herself specialize in. She stated that they can help the Agency make sure that they have all the pieces in place to make sure that the system works for them so that there won't be any upcoming findings with the wait list. She mentioned that as well as procedures, a question was asked about staffing, and how to make sure that once new people come in, that these errors won't happen. Ms. Henderson said that they will be working with the Public Housing and Housing Choice Voucher Programs to establish step-by-step procedures to make sure that any new person coming in knows what the expectations are: This is the recertification process; this what the file needs to have so that there are no errors and that there are no omissions. She said that she believes that by focusing on these matters, it's going to better

position the Agency and each of those departments for improvement and minimize those continuous findings in the upcoming months and years. She thanked the Board for allowing her to speak.

Mr. Woodyard asked Ms. Henderson to speak about her site visit next week and what she'll be doing with Picerne. Ms. Henderson said that she and two team members will be coming out next week to help the multifamily departments with transition services. That means checking for operational items, compliance matters, accurate rent roll, looking at any open work orders, possibly going in and doing physical inspections of the units, making sure the files are in order, identifying any deficiencies and identifying if any outstanding recerts that need to be completed, and then reporting the information back to the Housing Authority. She said that they will also come up with a baseline with the properties, what's happening out there, reporting back, so that the Authority can better plan what their next steps will be with the mixed-finance properties.

Ms. Henderson said that they will be on site full days next Wednesday, Thursday, and Friday in preparation of sending that report to the Housing Authority, which they will the following week about the findings.

She said that the Housing Choice Voucher manager and the Public Housing manager have both asked to shadow the team, and that both managers are eager to see how they're doing things and doing some side-by-side learning activities. Ms. Henderson said that they're excited to be coming back next week as well.

Mr. Woodyard said that Chair Daniels stepped out of the room and asked Commissioner Jass to take over temporarily.

Commissioner Jass asked Ms. Henderson whether one or two of the Board members could come and watch what Ms. Henderson's team is doing to bring it to life more to see. Commissioner Brown-Crawford said that Hummingbird is just looking. Mr. Woodyard said that he thinks that maybe on Friday they can make Ms. Henderson and her team available on Friday, before they go back, to say what they've learned. He said that

he'd like it to be a fairly small group going around to the properties so they can be more effective.

Mr. Woodyard said that in the interest of time and since they are losing Board members that he would like to accept the reports from Shirley Roman (of Public Housing) and Venkisha Haynes, (of Housing Choice Voucher) and that they can accept the Resident Services Report also since he needs Tarneisha Thomas to go over some innovative things. Mr. Woodyard said that Dom (Morgese, Finance Report) would be OK too, since he has been working with closely with Commissioner Murphy. He asked for the Board's consent to talk about Innovations on the agenda. Chair Daniels agreed that the Board can skip to number four on the agenda, Innovative Systems. Everyone thanked Ms. Henderson, with Hummingbird.

## **2. Innovative Systems -**

- a. Agency work schedule** - Mr. Woodyard said that in an effort to retain and employ their workforce better that they looked at the work schedule. He noted that several Housing

Authorities in the area work only four days a week, but that this isn't what he's proposing. At this time, it isn't up for approval, but he plans on having a five-day work week, with offices being closed to the public on Fridays so that staff can do internal business stuff. He said that this will help mightily with getting together compliance issues.

**b. Paycor conversion** - Mr. Woodyard said that the Agency is going to switch to another vendor, Paycor, to do payroll and HR work.

**c. Phones / Computer updates** - Mr. Woodyard said that the Agency is going to change desktop configurations for employees, who will end up with a laptop and a docking station, which will be more efficient with one piece of equipment per employee.

Commissioner Brown-Crawford asked whether this is a good solution since many offices require two monitors and that a laptop won't allow that. Mr. Woodyard said that he thinks that that laptop with docking station will allow for multiple monitors. Commissioner Brown-Crawford said that it's a concern because the laptop



would be the hub, and it's helpful to be able to have two screens to work with. Dom Morgese interjects explaining that, with a docking station, there will be three monitors instead of two.

Chair Daniels said that it's up to Mr. Woodyard as to how he runs the Agency and that it's not for the Board to tell him on day-to-day stuff. He said that Mr. Woodyard is just sharing the information. Commissioner Brown-Crawford said that it shouldn't be on the agenda then since it's not open for questions and the Board is short on time.

**d. Asana demonstration** - Mr. Woodyard said that they needed project-management software since the staff has a tremendous amount of work that they're doing. Tarneisha Thomas said that some of the core features of the project-management software includes allowing additional team members and inviting partners to collaborate via a free account. There is a view that allows for viewing a list of pending tasks that can then be assigned to different team members with due dates and priorities. The status can also be

tracked and updated here. There is also a board and timeline views. She said that this also interfaces with Outlook.

**e. Website / Logo update** - Mr. Woodyard said that the logo has been changed for the Housing Authority. The moniker, the name for doing business, is Housing Daytona Beach. There are some improvements on the website, which looks completely different from the old website. It looks more modern, cleaner, there's more information, and it should be easier to navigate. He said that it's being built as the Agency goes along and will be putting the Board information on there. Commissioner Brown-Crawford asked when it would be launched. Mr. Woodyard said that it's launched already. Commissioner Brown-Crawford asked if the Board pictures could be changed. Ms. Thomas told her absolutely and that if anyone wants to update their photos to email her directly and she will update the information. Mr. Gilmore suggested hiring a photographer to take consistent pictures of each Commissioner, and Commissioner Brown-Crawford suggested a group picture.

**f. Rent Café / Asset Management Café / Yardi / Work orders / Survey (TRT)** - Mr. Woodyard said that they didn't discuss Rent Café, which the Authority already utilizes, but that the Authority is going to be expanding the technology to better help the residents pay their rent and that they're going to be serving our performance, customer service interaction, with the residents.

**XVI. CEO Comments** - Mr. Woodyard passed in the interest of time.

**XVII. Commissioner's Comments** - Commissioner Murphy said that the package represented an incredible amount of work and gave kudos to all the staff.

Commissioner Brown-Crawford said that for Innovative Systems it may be better for Mr. Woodyard to let them know about day to day on an individual basis since they do need to know. She said that if the CEO left, she wants to be able to recall the systems in place and what was working. She asked the attorney to provide clarification at a later date on what the Board needs to know concerning Innovative Systems.

Commissioner Jamison says that Mr. Woodyard has brought the Authority into the 21<sup>st</sup> century and that she knows that when he's doing something, that he's done a thorough looking

into it, he's not just throwing something out. She thanked Mr. Woodyard and Dom.

Chair Daniels said that, in defense of what he said, that he wants everybody to know that the Board shouldn't have anything to do with day-to-day operations, but that he's not saying that the information shouldn't be shared. He said that it's not that the Board can't know, it's just that the Board can't change day-to-day operations. He said that the things that Mr. Woodyard shared are the things that he's implementing. He said that there is a threshold amount for what needs to be brought to the Board and that he's not trying to control what we vote on. Mr. Gilmore said that at the next Board meeting he will comment on the subject. Chair Daniels says he is not trying to keep the Board from seeing anything, he just wants the Board to know they can't change it unless the Board voted on it, and Yardi was something that the Board voted on. He thanked everyone for a great meeting and agreed with Commissioner Murphy about the hard work put into the books. He said that he's happy with moving forward with decisions about the Authority properties and that he cannot wait to compile a shovel collection from upcoming groundbreakings.

**Adjournment** - Chair Daniels adjourned the meeting.

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