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6 JACKSONVILLE HOUSING AUTHORITY BOARD OF COMMISSIONERS
7 FINANCE COMMITTEE MEETING
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10 TAKEN: Thursday, August 24, 2023
11 TIME: 9:03 a.m. to 9:56 a.m.
12 PLACE: Jacksonville Housing Authority
13 1300 North Broad Street
14 Jacksonville, Florida 32202
15 Taken by Carol DeBee Martin, court reporter.
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20 Carol DeBee Martin
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1 APPEARANCES:
2 DWAYNE ALEXANDER, PRESIDENT/CEO
3 CHAIRWOMAN HEATHER HOROVITZ
4 COMMISSIONER HARRIET BROCK
5 EVANN MORRIS
6 ANTONIO PEREZ
7 DANIEL MITCHELL
8 VANESSA DUNN
9 LAILA DARBY
10 DENNIS LOHR, CFO
11 GREGORY WILLIAMS
12 MICHAEL EDGAR
13 COLENE ORSINI
14 KORTE PARDE, ESQUIRE,
15 CATHY HUNT
16 CORDELIA PARKER
17 LINDA SIMS
18 REYNOLD PETERSON
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1 PROCEEDINGS
2 August 24, 2023 9:03 a.m.
3 CHAIRWOMAN HOROVITZ: Good morning.
4 It is Thursday, August 24th, and this is the
5 Finance Committee Meeting. I'm calling the
6 meeting to order.
7 First, is there any public comment?
8 (no response)
9 CHAIRWOMAN HOROVITZ: All right.
10 Hearing none, we'll move to -- oh, we can't
11 approve the minutes.
12 Do we need to?
13 CEO: We can move to do that next,
14 and let finance go ahead.
15 CHAIRWOMAN HOROVITZ: All right.
16 Mr. Lohr, would you give the agency financial
17 overview, please.
18 CFO: Good morning. We're looking at our
19 financials today as of July, 2023, and, looking at
20 our net income by sources, we ended up the month
21 with \$650,000 of operating income. So we're doing
22 very well.
23 Overall, we're right at 5.5 million dollars
24 for the year, as far as total operating revenue.
25 So we're doing very well for the year.

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1 (Commissioner Brock entered the room.)
2 CFO: Looking at our Central Office Cost
3 Center, we ended the month at \$547,997.
4 So our income is slightly above budget for the
5 central office. So we're doing very well.
6 And our expenses for the central office are
7 \$516,174. So we're right on budget. So we're
8 doing very well there.
9 For our public housing, we're at \$1,268,322.
10 We're slightly ahead of budget, and, for our
11 expenses, we're very low for the month at
12 \$1,091,427. So we're doing very well there.
13 For our Housing Choice Voucher Program,
14 we received some extra admin fee money for the
15 month of July. So we're at \$1,078,425 for income.
16 CHAIRWOMAN HOROVITZ: Sorry.
17 Mr. Lohr, is that the variance there between
18 this year and last year?
19 CFO: Yes.
20 CHAIRWOMAN HOROVITZ: So, what was the extra
21 amount, and what was the source?
22 CFO: So, when HUD gives us the funding,
23 they give us a basic level that they think we're
24 going to be at, and then they go back to prior
25 periods and do reconciliations.

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<p>1 So we received additional funding for 2 reconciliation for -- I believe it was Quarter 1 3 of the year.</p> <p>4 CHAIRWOMAN HOROVITZ: And, for admin, 5 what is included in that line item?</p> <p>6 Is there a breakdown somewhere?</p> <p>7 CFO: As far as the administrative portion?</p> <p>8 CHAIRWOMAN HOROVITZ: Yes.</p> <p>9 CFO: It's anything that has to do with 10 running the program.</p> <p>11 CHAIRWOMAN HOROVITZ: Okay.</p> <p>12 CFO: So the way we break it up is we have 13 the admin portion, which is the administrative 14 fees that HUD awards to us. That covers the 15 operations of the program, and then we have the 16 HAP side, which is all the HAP funding.</p> <p>17 CHAIRWOMAN HOROVITZ: Is that including 18 salaries or excluding?</p> <p>19 CFO: Salaries would be included in the 20 administrative side.</p> <p>21 CHAIRWOMAN HOROVITZ: Okay. Thank you.</p> <p>22 CFO: And that's primarily what's in our 23 expense fund for that program. So expenses for 24 the month are at \$774,652. So we have a positive 25 cash flow.</p>	<p>1 months of operating reserves.</p> <p>2 Looking at our RAD properties, we're into the 3 second half of our year for the RAD properties.</p> <p>4 At The Waves, we're at \$153,326 for our 5 income, and our expenses are at \$57,463. 6 So we're doing very well at The Waves.</p> <p>7 At Centennial Towers, we're right on budget 8 at \$145,337, and expenses at The Waves are 9 at \$75,904. So we're doing very well there.</p> <p>10 For Hogan Creek, our income is \$161,891. 11 So we're slightly above income.</p> <p>12 CHAIRWOMAN HOROVITZ: Is that because our 13 occupancy is higher than expected?</p> <p>14 CFO: So we receive funding increment 15 increases based on cost of living. It's called, 16 "OCAF adjustment," and the OCAF adjustment kicked 17 in in July.</p> <p>18 CHAIRWOMAN HOROVITZ: Why is our forecast of 19 our budget to actuals -- why is there such a 20 variance month over month?</p> <p>21 Is it just because the timing is 22 unpredictable?</p> <p>23 CFO: It's pretty much timing, yes, yes.</p> <p>24 CHAIRWOMAN HOROVITZ: Yes.</p> <p>25 CFO: In April, we had some some catchup</p>
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<p>1 For Gregory West, we're right on track with 2 our income, and we're slightly high with our 3 expenses. But, overall, we're doing very well.</p> <p>4 For our Jax Beach Rehab, again, we're right 5 on track with our income. \$83,162 for the month, 6 and, for our expenses, we're a little low at 7 \$38,422. So that's a good thing.</p> <p>8 For Brentwood Park, we're at \$212,566 for 9 our income. So we're slightly under budget, 10 but we're doing okay. Our expenses for the month 11 are a little high, at \$258,368. This includes 12 some reclasses for utilities and also some bad 13 debt write-offs.</p> <p>14 And then, looking at our cash reserves, 15 we ended up the month at about 42 1/2 million 16 dollars. Out of that amount, about 12,000,000 is 17 unrestricted.</p> <p>18 Looking at our Quick Ratio and our MENAR, 19 our Quick Ratio is averaging between 32 at 20 Victory Pointe down to 9 at Blodgett and Colonial. 21 Anders and Forest Meadows is at 8, and scattered 22 sites is at 8. So we're doing very well.</p> <p>23 HUD is looking for a number of 4 or above. 24 So we're good at each property, and our MENAR 25 overall is 16.79. So we have a year and four</p>	<p>1 funding that we recorded, and now, in July, 2 we have the OCAF increase.</p> <p>3 CHAIRWOMAN HOROVITZ: So, when you are 4 budgeting for next year, is a better baseline the 5 actuals, or is the budget still the right 6 baseline?</p> <p>7 CFO: The actuals will be used in the 8 baseline. So we'll take probably the 161,891, 9 and that will probably be where we estimate the 10 income for each month.</p> <p>11 CHAIRWOMAN HOROVITZ: Thank you.</p> <p>12 CFO: Our expenses for the month are 13 low at \$58,996. So we're doing good there.</p> <p>14 And that's it.</p> <p>15 Any additional questions?</p> <p>16 CHAIRWOMAN HOROVITZ: Commissioner Brock.</p> <p>17 COMMISSIONER BROCK: No, no.</p> <p>18 CHAIRWOMAN HOROVITZ: I have a question about 19 the budget, but I don't think -- are we going to 20 -- it was in my packet.</p> <p>21 Are we going to be discussing the budget?</p> <p>22 CEO: Yes, when we get to the --</p> <p>23 CHAIRWOMAN HOROVITZ: All right. So we'll 24 get to that.</p> <p>25 CEO: -- yes.</p>

<p style="text-align: right;">Page 9</p> <p>1 CHAIRWOMAN HOROVITZ: Thank you. 2 We moved the approval of the minutes until we 3 had Commissioner Brock. 4 Are there enough people here? 5 CEO: Yes. We have a quorum. Yes. 6 CHAIRWOMAN HOROVITZ: Okay. So, can I 7 have a motion to approve last meeting's minutes? 8 COMMISSIONER BROCK: Yes. 9 CHAIRWOMAN HOROVITZ: And, do I second? 10 COMMISSIONER BROCK: Yes. 11 CHAIRMAN HOROVITZ: Are we voting? 12 CEO: Yes. 13 COMMISSIONER BROCK: No, not for the minutes, 14 not on the minutes. 15 CEO: We move to accept the minutes. 16 CHAIRWOMAN HOROVITZ: Okay. So the minutes 17 are accepted. Thank you. 18 We'll move on to the presentation of the 19 resolutions, Mr. Alexander. 20 MR. ALEXANDER: Yes. 21 CHAIRWOMAN HOROVITZ: JHA-24, HVAC. 22 CEO: Yes. The Award of PO 96903 to 23 HD Supply for 39 HVACs. These HVACs basically are 24 for Fairway Oaks (sic). We have control of 25 39 HVACs we'll be placing there. They have a</p>	<p style="text-align: right;">Page 11</p> <p>1 properties that we have, not the new properties, 2 but our old properties. 3 Are we going to also look at doing whatever 4 repairs that needs to be done on our other 5 buildings? 6 Because, as I have been going around and 7 hosting these different events, you know, 8 residents have came up and talked about various 9 things that are going on in their community. 10 So, are you assessing all of the properties 11 to see what's wrong at those properties? 12 CEO: Yes. Very good question, 13 Commissioner Brock. 14 COMMISSIONER BROCK: Yes. Okay. 15 CEO: We actually do inspections out there 16 every quarter, and we do have a Modernization 17 Department that goes out there and makes 18 assessments on anything that goes outside of 19 the normal wear and tear and outside of the 20 realm of the maintenance staff. But we did do a 21 capital needs assessment on all of our properties. 22 COMMISSIONER BROCK: Okay. 23 CEO: And, typically, when you do a capital 24 needs assessment, they normally address what needs 25 to be addressed within 12 months, and,</p>
<p style="text-align: right;">Page 10</p> <p>1 total of 73 units in general. 2 We're using capital funds, which we receive 3 about \$6,000,000 every year, to do property 4 improvements and capital improvements, 5 and we're going to allocate from Capital Fund 6 2021, year 2021, to replace 39 of these 7 air conditioners. 8 What we are attempting to do throughout our 9 portfolio is replace all the roofs that we need to 10 have repaired. 11 HVAC systems -- we have been repairing and 12 installing HVAC systems as they are required, 13 but we want to get ahead by actually doing some 14 replacement in the process. 15 So we're asking the board to approve 16 replacing the 39 units over at Fairway Oaks. 17 CHAIRWOMAN HOROVITZ: Commissioner Brock. 18 COMMISSIONER BROCK: Yes, Ms. Chair to 19 Mr. Alexander. 20 Okay. So I heard you just say, 21 Mr. Alexander, that your plans is to -- 22 and I know we're dealing with this resolution 23 here. 24 But I'm just concerned about all of our 25 properties. I'm talking about our current old</p>	<p style="text-align: right;">Page 12</p> <p>1 after 12 months, they normally take things that 2 could be done in two to three years. 3 COMMISSIONER BROCK: Okay. 4 CEO: But the bulk of everything that we had 5 underneath the PNA was addressed. It was less 6 than a million dollars -- about 900-something 7 thousand dollars -- and most of that was windows 8 at one of our properties. 9 COMMISSIONER BROCK: Uh-huh. 10 CEO: But, yes. We do ongoing inspections to 11 check our properties, and, when there is issues 12 where we have to replace air conditioners, 13 we replace air conditioners all the time. 14 We just had a case in point. We had an 15 individual just recently who had their 16 air conditioner out, which we deemed an emergency. 17 Normally, we have a contractor come out to do 18 it, but, because the contractor was backed up with 19 other issues dealing with the heat wave, 20 our staff went and installed the air conditioner. 21 Thank God we had the skill set in-house to 22 be able to replace that air conditioner. 23 But, yes. We do look at everything to 24 repair. 25 COMMISSIONER BROCK: And I hear what you're</p>

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<p>1 saying.</p> <p>2 Is it possible -- and I'm just asking this</p> <p>3 question.</p> <p>4 Is it possible, Mr. Alexander, that your</p> <p>5 property managers maybe could put out like a</p> <p>6 flyer, and say that, you know, "We are assessing</p> <p>7 our properties for whatever needs that needs to be</p> <p>8 met"?</p> <p>9 Is that possible?</p> <p>10 CEO: Yes. Another good point.</p> <p>11 We do send out notifications every quarter to</p> <p>12 make sure that the residents are aware that we do</p> <p>13 go out to the site and inspect the properties.</p> <p>14 That's how most of them are cited and placed</p> <p>15 on probation, because we look at it. Even though</p> <p>16 it is a property, we look at it as an asset,</p> <p>17 because, as you know, HUD has basically cut back</p> <p>18 on funding for our properties.</p> <p>19 So we have to be almost real solid</p> <p>20 technicians to be able to get some longevity out</p> <p>21 of our properties. So we're always going out to</p> <p>22 do inspections to make sure. We do let the</p> <p>23 residents know, and we do conduct monthly resident</p> <p>24 meetings.</p> <p>25 And any concerns that the residents may have</p>	<p>1 COMMISSIONER BROCK: Thank you.</p> <p>2 Thank you, Ms. Chair.</p> <p>3 CHAIRWOMAN HOROVITZ: The only question I had</p> <p>4 on this was I assume that they went through the</p> <p>5 normal channels and had multiple proposals;</p> <p>6 is that a true statement?</p> <p>7 CEO: Yes. I'll let Colene speak to that.</p> <p>8 MS. ORSINI: It's a cooperative purchasing</p> <p>9 through HD Supply.</p> <p>10 CHAIRWOMAN HOROVITZ: Okay.</p> <p>11 MS. ORSINI: We've done several of our</p> <p>12 projects like that.</p> <p>13 CHAIRWOMAN HOROVITZ: Okay.</p> <p>14 MS. ORSINI: The HD Supply has a government</p> <p>15 contract, and we're allowed to use their pricing</p> <p>16 for our units.</p> <p>17 CHAIRWOMAN HOROVITZ: Yes.</p> <p>18 MS. ORSINI: And an ICE (phonetic) was</p> <p>19 conducted, and it's comparable with other vendors.</p> <p>20 CHAIRWOMAN HOROVITZ: Excellent numbers.</p> <p>21 Is there any value in purchasing additional</p> <p>22 units for those emergencies like you were talking</p> <p>23 about?</p> <p>24 So, do we do that?</p> <p>25 CEO: So we try to strategically address</p>
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<p>1 they bring it to the manager or the chief</p> <p>2 operating officer.</p> <p>3 One of the key things is that, when we do</p> <p>4 have meetings, most of the people that create some</p> <p>5 of the problems don't normally show up --</p> <p>6 COMMISSIONER BROCK: Right.</p> <p>7 CEO: -- but we still encourage them to show</p> <p>8 up.</p> <p>9 COMMISSIONER BROCK: Yeah. And that's why</p> <p>10 I was asking you, because you have some residents</p> <p>11 -- like they'll -- they'll say something to me</p> <p>12 about something.</p> <p>13 And I'll say, "Well, did you go through the</p> <p>14 proper channels? Did you go to your property</p> <p>15 manager? Did you speak to your property manager</p> <p>16 first?"</p> <p>17 "Oh, I didn't know that that was something</p> <p>18 that I should have brought to ..."</p> <p>19 "Yeah. If you're having an issue about</p> <p>20 something, yeah. It don't make a difference how</p> <p>21 small it is or how big it is. You should always</p> <p>22 report it to your property manager."</p> <p>23 So that's why I was asking you that question,</p> <p>24 Mr. Alexander.</p> <p>25 CEO: Yes.</p>	<p>1 site by site in between, because all these</p> <p>2 air conditioners were installed at various times.</p> <p>3 CHAIRWOMAN HOROVITZ: Yes.</p> <p>4 CEO: We have 39 here, but the rest of</p> <p>5 them have been installed at various times.</p> <p>6 So they haven't outlived their lifespan.</p> <p>7 Typically, an air-conditioning unit --</p> <p>8 we would like to be able to at least get 15 years</p> <p>9 out of it, but how you get them to that point is</p> <p>10 making sure that you change the filter regularly</p> <p>11 and that you follow up and do the maintenance on</p> <p>12 it.</p> <p>13 So we try to maintain them, because we don't</p> <p>14 want to have to buy all new air conditioners.</p> <p>15 But a lot of them at our sites are basically</p> <p>16 getting to the point they will outlive their</p> <p>17 lifespan.</p> <p>18 CHAIRWOMAN HOROVITZ: Sure.</p> <p>19 My question more is the one unit that we had</p> <p>20 to replace.</p> <p>21 Did we have to go to Home Depot or Lowe's</p> <p>22 to get a unit, or can we purchase additional?</p> <p>23 Because we're getting better pricing,</p> <p>24 we'd buy additional or multiple units; is that</p> <p>25 right?</p>

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<p>1 CEO: Yes. That is something that we can 2 look into. Yes. To answer the question, yes. 3 COMMISSIONER BROCK: And, also, just to bring 4 you up to -- Ms. Chair, usually when the units 5 goes out in the unit, we do have on reserve at the 6 sites window units that we, you know, can go to 7 the office and tell the property manager, 8 "Our unit is out." 9 And then maintenance will come in and install 10 that window unit until they can get the regular 11 unit back in. 12 CHAIRWOMAN HOROVITZ: Okay. 13 COMMISSIONER BROCK: Yeah. 14 CHAIRWOMAN HOROVITZ: Thank you. 15 I have no other questions about this 16 resolution. So I would propose that we would make 17 a recommendation on Monday. 18 Do we -- and I'm confused, because there are 19 so few of us here. 20 Are we making a motion for this? 21 CEO: Yes. You're making a motion to approve 22 it to take it to the board on Monday. 23 CHAIRWOMAN HOROVITZ: Thank you. 24 Do I have a motion? 25 COMMISSIONER BROCK: I make a motion.</p>	<p>1 So the base year is 2021; is that right? 2 CEO: Yes. The rates hadn't changed with 3 this renewal. 4 CHAIRWOMAN HOROVITZ: They increased in 5 Year 3 I think it was. Yes. In Year 3, 6 they increased. 7 So, is the motion for Year 3? 8 CEO: Yes. The motion is to renew the 9 contract for Year 3. Yes, ma'am. 10 CHAIRWOMAN HOROVITZ: Okay. So the Year 4 11 that's here is just for our knowledge that it will 12 increase next year. 13 CEO: Yes -- it's a possibility. Yes. 14 CHAIRWOMAN HOROVITZ: All right. Thank you. 15 I didn't have any other questions. 16 Commissioner Brock. 17 COMMISSIONER BROCK: None. 18 CHAIRWOMAN HOROVITZ: Okay. Do we have a 19 motion to -- 20 COMMISSIONER BROCK: I make a motion. 21 CHAIRWOMAN HOROVITZ: -- I second it. 22 Thank you. 23 CEO: Resolution 2023-JHA-26 -- we are 24 requesting modification of the Contract C22-021. 25 It's E. B. Morris, and that's not Evann Morris --</p>
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<p>1 CHAIRWOMAN HOROVITZ: All right. I second 2 it. Thank you. 3 CEO: Thank you. 4 So the next agenda item is Resolution JHA-25. 5 The Jacksonville Housing Authority is requesting 6 the renewal of the Bangor Security contract, 7 C21-028, in accordance with Section 2.4 of said 8 contract. 9 The Board of Commissioners awarded this 10 contract of security services on September the 11 24th, 2021, and this contract is up for renewal 12 -- basically a renewal. 13 This is the second option, and it's the 14 third year of the contract. So we're just asking 15 the board to approve this contract. 16 CHAIRWOMAN HOROVITZ: Commissioner Brock, 17 did you have any questions? 18 COMMISSIONER BROCK: No, I didn't have any on 19 this one. 20 CHAIRWOMAN HOROVITZ: I only had a question 21 about the rates and the schedule. I'm assuming 22 that your, "4," is, "2023"? 23 It just was confusing to me, and I didn't 24 understand how the hourly rates were increasing. 25 It was just for my knowledge.</p>	<p>1 a contract that will be awarded on December -- 2 that was awarded on December 8th, 2022, to 3 complete the renovations on a fire-damaged unit at 4 Forest Meadows. 5 This contract here is requesting a contract 6 change of \$2,272.38. It's beyond the threshold -- 7 my threshold. So we have to get the board 8 approval. 9 When we went out and looked at the property 10 and the contractors looked at the property, 11 we sort of thought the electrical box was fine, 12 but, after JEA went out there, they said, 13 "You have to change it." 14 So that's where the additional cost is. 15 JEA said we have to change that electrical box, 16 and that's what caused that. 17 CHAIRWOMAN HOROVITZ: Commissioner. 18 COMMISSIONER BROCK: And, Ms. Chair, 19 I did see those units that he's talking about 20 here. I did go over and see them -- that they was 21 repairing them. 22 CHAIRWOMAN HOROVITZ: Yes. When I saw this, 23 it just makes sense that, when you get into this 24 kind of project, there are additional costs, 25 and I understand that the total then is outside of</p>

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<p>1 the ...</p> <p>2 So I had no other questions about this.</p> <p>3 CEO: Thank you.</p> <p>4 CHAIRWOMAN HOROVITZ: Commissioner Brock,</p> <p>5 do we have a motion?</p> <p>6 COMMISSIONER BROCK: Yes. I make a motion.</p> <p>7 CHAIRWOMAN HOROVITZ: I second it.</p> <p>8 CEO: JHA Resolution 27. This is to approve</p> <p>9 the operating budget for Jacksonville Housing</p> <p>10 Authority for the fiscal year 2024, and we'll have</p> <p>11 Mr. Lohr and the Finance Team speak to the new</p> <p>12 budget for the year.</p> <p>13 CHAIRWOMAN HOROVITZ: And thank you for all</p> <p>14 of the work here.</p> <p>15 When I was reviewing this yesterday,</p> <p>16 it was difficult for me -- and it would be</p> <p>17 helpful, if possible -- what I like to see,</p> <p>18 when we're doing our budget, is last year's budget</p> <p>19 actuals. So this year's actuals and next year's</p> <p>20 budget so that I can do some variances to see</p> <p>21 -- you know, we can have conversation about the</p> <p>22 variances.</p> <p>23 CFO: It's all in there.</p> <p>24 CHAIRWOMAN HOROVITZ: It's in here?</p> <p>25 CFO: Yes.</p>	<p>1 we budgeted at 90 percent.</p> <p>2 For our expenses, they are increasing by</p> <p>3 about \$395,000. Revenues for public housing</p> <p>4 are going to decrease slightly by \$68,173.</p> <p>5 Last year, we had Hogan Creek in there, and,</p> <p>6 with the RAD conversion, we're taking those</p> <p>7 employees out.</p> <p>8 CHAIRWOMAN HOROVITZ: I had a question.</p> <p>9 CFO: Yes.</p> <p>10 CHAIRWOMAN HOROVITZ: I was looking at late</p> <p>11 charges, and I just want to understand that a</p> <p>12 little bit better.</p> <p>13 CFO: Okay.</p> <p>14 CHAIRWOMAN HOROVITZ: So not that I don't</p> <p>15 understand late charges, but obviously these are</p> <p>16 fees that we're charging our residents for paying</p> <p>17 late?</p> <p>18 CFO: Right.</p> <p>19 CHAIRWOMAN HOROVITZ: And more as a housing</p> <p>20 authority policy, are we conducting seminars or</p> <p>21 coaching or some other kind of education around,</p> <p>22 you know, helping the residents not have these</p> <p>23 late charges and just to waste this money?</p> <p>24 COMMISSIONER BROCK: To you, Ms. Chair,</p> <p>25 I have not known of any, as far as workshops or</p>
Page 22	Page 24
<p>1 CHAIRWOMAN HOROVITZ: Okay.</p> <p>2 CFO: And I apologize for not getting that</p> <p>3 out to you sooner. We have been extremely busy.</p> <p>4 CHAIRWOMAN HOROVITZ: Of course. And thank</p> <p>5 you for all of the work.</p> <p>6 CFO: Absolutely.</p> <p>7 CHAIRWOMAN HOROVITZ: Just one other comment</p> <p>8 on that. If I could get it in Excel, that way</p> <p>9 I can do some calculations, that would be helpful</p> <p>10 for me.</p> <p>11 CFO: Absolutely.</p> <p>12 CHAIRWOMAN HOROVITZ: Thank you.</p> <p>13 CFO: So a couple of the big things.</p> <p>14 Overall, our budgets total over \$100,000,000.</p> <p>15 Each one of our programs is cash flowing</p> <p>16 positively. So that's a very good thing.</p> <p>17 Overall, our net income across all of our</p> <p>18 programs is about 2.7 million dollars.</p> <p>19 So, looking specifically at our public</p> <p>20 housing program, our revenue is proposed to</p> <p>21 increase by \$310,146. The increase is due to</p> <p>22 rental income increase and operations transfers</p> <p>23 from the Capital Fund Program.</p> <p>24 Our operating subsidies we're budgeting</p> <p>25 at 87 percent this year, and, in prior years,</p>	<p>1 coaching the residents on that, but Resident</p> <p>2 Service does do an excellent job with the</p> <p>3 coordinators with them going over different things</p> <p>4 about, you know, their housekeeping, their rent</p> <p>5 calculations, all of that stuff.</p> <p>6 CHAIRWOMAN HOROVITZ: Okay. Good to know.</p> <p>7 COMMISSIONER BROCK: Yes, yes, yes.</p> <p>8 CHAIRWOMAN HOROVITZ: That was really my</p> <p>9 question. I was just making sure that we're</p> <p>10 really educating and helping with financial</p> <p>11 management.</p> <p>12 COMMISSIONER BROCK: Yes.</p> <p>13 CEO: Yes.</p> <p>14 If I may add, they do an excellent job with</p> <p>15 that council. For the most part, most of the</p> <p>16 sites have resident council there, who participate</p> <p>17 with the RAD Board.</p> <p>18 And that whole crew -- what Commissioner</p> <p>19 Brock and them do -- is an excellent job in making</p> <p>20 sure the residents are informed of everything that</p> <p>21 goes on with the housing authority.</p> <p>22 CHAIRWOMAN HOROVITZ: Great. Thank you.</p> <p>23 Thank you, Mr. Lohr.</p> <p>24 CFO: Our administrative expenses are</p> <p>25 budgeted to increase by \$223,000. The increase is</p>

Page 25	<p>1 due to increases in staff training, in tuition 2 reimbursement, in computer support and evictions. 3 Our central office fees are increasing 4 slightly by almost \$28,000, and then the budget 5 also reflects a decrease in utility expense, 6 a decrease in insurance expense, a decrease in 7 maintenance materials and a decrease in 8 maintenance contracts. 9 Again, that's all due to the RAD conversion. 10 CHAIRWOMAN HOROVITZ: Just a question about 11 the computer support. 12 Is that a consultant, or is that a full-time 13 employee? 14 CFO: It's all of the different contracts 15 that we have for computer support. 16 CHAIRWOMAN HOROVITZ: Okay. Is it multiple 17 vendors? 18 CFO: So we have multiple vendors. 19 We have Enterprise Integration, who does our 20 computer support. They do our service desk and 21 things like that. 22 I'm losing my voice. Great. 23 COMMISSIONER BROCK: You might need to get 24 some water. 25 CFO: Thank you.</p>	Page 27	<p>1 Going back to technology, what is included 2 in, "Applications"? 3 CFO: As far as -- 4 CHAIRWOMAN HOROVITZ: Is that not technology? 5 Is that something else? 6 CFO: -- applications is the department that 7 does the intake of residents. 8 CHAIRWOMAN HOROVITZ: Oh, actual 9 applications. I'm sorry. I'm thinking about 10 apps, like -- okay. Thank you. 11 CFO: Yes. 12 CHAIRWOMAN HOROVITZ: Thank you. 13 CFO: Moving over to affordable housing, 14 looking at Gregory West, our proposed budget shows 15 an increase in our operating rent income of 16 \$32,662. Our revenue is increasing by \$55,000 17 due to an increase in interest income, 18 and then our expenses are increasing by 19 \$23,000 primarily due to increases in salaries, 20 insurance and maintenance. 21 And then we're also requesting planned 22 expenses of \$609,685, and those are all capital 23 improvements for the property. 24 For our Brentwood property, there is 25 226 public housing and 102 affordable housing</p>
Page 26	<p>1 (People laughed.) 2 CHAIRWOMAN HOROVITZ: Take your time. 3 Really, take your time. 4 CFO: No. We have other -- other vendors in 5 place that provide different types of software, 6 like Yardi. We have other software like 7 Office 365. So each one of those vendors adds 8 into that computer support line. 9 CHAIRWOMAN HOROVITZ: So I should think about 10 computer support as our entire IT expense? 11 CFO: Yes. 12 CHAIRWOMAN HOROVITZ: That's everything? 13 Because I know we talked about that last 14 year. So everything is in that line item. 15 CFO: Yes. 16 CHAIRWOMAN HOROVITZ: Okay. 17 CFO: Anything related to -- 18 CHAIRWOMAN HOROVITZ: Technology -- 19 CFO: -- our third-party contracts. 20 CHAIRWOMAN HOROVITZ: -- okay. 21 CFO: So we also have decreases. 22 We have some increases in resident services 23 expense of about \$130,000 and also protective 24 service contracts of about \$66,000. 25 CHAIRWOMAN HOROVITZ: I'm sorry.</p>	Page 28	<p>1 units. Our operating revenue -- there is a 2 decrease in operating revenue of \$195,000 over our 3 previous budget. Our income is projected to 4 increase by \$55,215 due to increased costs for 5 salaries, resident services and utilities. 6 And then, moving to our Jax Beach Rehab 7 property, this is 89 units. Our revenue is 8 projected to increase by \$27,000 primarily due to 9 charges charged back to our residents for 10 maintenance and maintenance labor. 11 CHAIRWOMAN HOROVITZ: I have a question about 12 that property. 13 Does that property have a name? 14 CFO: I didn't hear you. 15 CHAIRWOMAN HOROVITZ: The Jax Rehab -- 16 why do we refer to it as, "Jax Rehab"? 17 CEO: Well, because it's no longer part of 18 public housing. 19 CHAIRWOMAN HOROVITZ: Okay. 20 CEO: And that section of rehab is because 21 we rehabbed those units, and the other units that 22 we had built were brand new construction. 23 So that's how we distinguish between Jax Rehab and 24 -- Jax -- 25 CHAIRWOMAN HOROVITZ: The Waves?</p>

<p style="text-align: right;">Page 29</p> <p>1 CEO: -- yes.</p> <p>2 CHAIRWOMAN HOROVITZ: Okay. I thought the</p> <p>3 building had a name, and that's what I didn't</p> <p>4 recall, The Waves. Okay. Thank you.</p> <p>5 CFO: Yes. We should call it, "Jax Beach</p> <p>6 Apartments," but ...</p> <p>7 So our operating revenues are reflected to</p> <p>8 increase by \$27,000. Our expenses are budgeted</p> <p>9 to increase by \$119,000, and that's for salaries,</p> <p>10 administrative expense, maintenance and collection</p> <p>11 losses.</p> <p>12 For our Housing Choice Voucher Program,</p> <p>13 we budgeted our admin fees at 89 percent.</p> <p>14 So they're increasing slightly from the current</p> <p>15 year by \$2,000, and then our expenses are</p> <p>16 increasing by \$142,000 primarily due to salaries</p> <p>17 and benefits.</p> <p>18 But we also added some additional funding in</p> <p>19 there to do third-party inspections and also for</p> <p>20 some resident emergency housing services of</p> <p>21 \$150,000.</p> <p>22 CEO: And I'll speak to that.</p> <p>23 Those third-party inspections are typically in</p> <p>24 public housing. We do several inspections a</p> <p>25 year.</p>	<p style="text-align: right;">Page 31</p> <p>1 funding that they can be able to use while they</p> <p>2 are in that hotel -- a per diem, per se,</p> <p>3 while they're in the hotel.</p> <p>4 Over in Section 8, we run across tenants that</p> <p>5 may be in a distressed situation because of the</p> <p>6 unit conditions, but most of the folks --</p> <p>7 we found out they don't complain, because they're</p> <p>8 afraid that they may be evicted.</p> <p>9 And they don't complain. Because they don't</p> <p>10 have anywhere to go, because they don't have the</p> <p>11 money to go.</p> <p>12 Typically, in public housing, if you have a</p> <p>13 bad unit and we identify it as a problem there,</p> <p>14 we'll move you to another site and put you in a</p> <p>15 better renovated unit until we fix that problem</p> <p>16 and fix it up and put someone else in it.</p> <p>17 Over in Section 8, we don't have that luxury.</p> <p>18 So we're asking for that additional money --</p> <p>19 well, we placed the additional money and are</p> <p>20 asking the board's approval.</p> <p>21 So that, when we run across these situations,</p> <p>22 similarly to what we experienced over at Cascade</p> <p>23 and Hilltop and these other properties that we</p> <p>24 have emergency situations where we have to move</p> <p>25 the individual out of there, give them a voucher</p>
<p style="text-align: right;">Page 30</p> <p>1 And, in our Section 8 Program, HUD allows us</p> <p>2 to do inspections every two years. We have been</p> <p>3 running up against an exorbitant amount of</p> <p>4 complaints from these facilities that we do not</p> <p>5 manage.</p> <p>6 And sometimes we may have staff or we may</p> <p>7 not have the staff to be able to go out and do a</p> <p>8 third-party inspection.</p> <p>9 But, over in public housing, we do a</p> <p>10 third-party inspection to be able to find out</p> <p>11 what the true issue may be at one of our public</p> <p>12 housing sites. That's how we use the</p> <p>13 Uniform Condition Physical Standards Inspection.</p> <p>14 Over in Section 8, we are expected to do</p> <p>15 HQSs, but we need to have the same folks that do</p> <p>16 our inspections on the public housing side to do</p> <p>17 the inspections on those sites when we get a large</p> <p>18 amount of complaints at these independent operated</p> <p>19 sites.</p> <p>20 The other thing with us adding \$150,000 in</p> <p>21 the budget is, typically, when we have an</p> <p>22 emergency in public housing and the family</p> <p>23 can't stay in a unit, we normally put them in a</p> <p>24 hotel, which comes out of our budget.</p> <p>25 We put them in a hotel. Then we give them</p>	<p style="text-align: right;">Page 32</p> <p>1 to find somewhere else -- it's service money there</p> <p>2 to assist them, similar to what HUD used</p> <p>3 underneath the Emergency Housing Voucher.</p> <p>4 They had service money of \$3500.</p> <p>5 We are not seeking to spend \$3500 per person,</p> <p>6 but add some money in there that we can possibly</p> <p>7 -- up to \$1,000 -- help individuals if they have</p> <p>8 to move out of their situation.</p> <p>9 CHAIRWOMAN HOROVITZ: That makes sense to me.</p> <p>10 Commissioner Brock, did you have anything to</p> <p>11 add to that?</p> <p>12 COMMISSIONER BROCK: Like Mr. Alexander was</p> <p>13 saying -- and I know, in the public housing side,</p> <p>14 there is times that we do have emergency</p> <p>15 situations that we don't have units available to</p> <p>16 transfer the residents into another site.</p> <p>17 So I guess then they would have to play it</p> <p>18 out and put them in a hotel or however that may</p> <p>19 work out, you know.</p> <p>20 CHAIRWOMAN HOROVITZ: How often does that</p> <p>21 happen?</p> <p>22 COMMISSIONER BROCK: Sometimes it happens</p> <p>23 a lot, and then there is times it don't happen at</p> <p>24 all.</p> <p>25 You know?</p>

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<p>1 A young lady is put in an abusive situation 2 where her boyfriend or ex or whatever come in and 3 beat her up or something to that effect, 4 or there has been times that, at one of our 5 sites -- I know we got it under control -- 6 but one time, at one of our sites, we literally 7 had a man going around looking in the windows of 8 the units. 9 And so we were able -- this was before 10 Mr. Alexander came, and it was at our site at 11 Blodgett. And so we were -- the residents teamed 12 up together, and that's how we were able to 13 respond and get the police out quicker. 14 Because we started watching out for it, 15 and so -- and so we did get it under control. 16 But that did happen. It was really actually 17 happening. Yes. 18 CHAIRWOMAN HOROVITZ: So I understood that 19 this was more if there were issues with the unit. 20 CEO: Yes. 21 CHAIRWOMAN HOROVITZ: Okay. So it's both? 22 COMMISSIONER BROCK: It's both of them. 23 CEO: Well, if they have an issue, a domestic 24 issue, then we automatically move them somewhere 25 to another property.</p>	<p>1 operating income of \$27,081. Our operating 2 revenue increases about \$50,000 primarily due to 3 interest income offset by a little bit lower 4 miscellaneous income. And then our operating 5 expenses are budgeted to increase \$252,597, 6 and this is primarily due to the increases in 7 salaries and benefits. 8 And, looking at our total employees, 9 we're budgeted at 231, and, for each of those 10 positions, they're budgeted to receive a 3-percent 11 cost of living adjustment and a 5-percent merit 12 increase. 13 So that's more or less a worst case 14 scenario where we're fully -- full employment. 15 We currently have over 30 vacant positions, 16 though. 17 CHAIRWOMAN HOROVITZ: Commissioner. 18 COMMISSIONER BROCK: I wanted to -- 19 to Ms. Chair, I wanted to -- you said a 3-percent 20 cost of living? 21 CFO: Yes. 22 COMMISSIONER BROCK: So that's what the 23 proposal is for the fiscal year coming up? 24 CFO: Yes. 25 COMMISSIONER BROCK: 3 percent?</p>
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<p>1 If we don't have a property, we have to wait 2 until the first available unit is available, 3 because every month we do have units that come 4 back online. 5 We have an average of about 20 units -- 6 an average of about 20 units that become vacant 7 a month. Now, if we had 30 people that maybe need 8 those units, then we can't provide that for them. 9 So we understand that when we have those 10 situations, but this is mainly for folks that are 11 in units that may have plumbing -- 12 CHAIRWOMAN HOROVITZ: Right. 13 CEO: -- the plumbing system defected where 14 it backed up several times. We have to get them 15 out of the unit, and it's additional money to be 16 able to relocate them somewhere else. 17 CHAIRWOMAN HOROVITZ: Yes. Thank you. 18 CFO: Looking at our housing assistance 19 payments, we're reflecting voucher utilization 20 at 98 percent, and we're estimating that the 21 HAP expense will be about \$6,000,000 a month. 22 So \$72,000,000 for the year for expenses for 23 HAP, which will be reimbursed 100 percent by HUD. 24 So \$72,000,000 in income, as well. 25 Looking at our central office, we have</p>	<p>1 CFO: Yes. 2 COMMISSIONER BROCK: Is it any way possible 3 that we can revisit that and look at a different 4 percentage on that, Mr. Alexander -- 5 CEO: Yes -- 6 COMMISSIONER BROCK: -- on that cost of 7 living? 8 CEO: -- we could look at that. 9 What Mr. Lohr spoke about was the 5-percent, 10 which is the worst case scenario assuming 11 everybody did an outstanding job -- it's 3, 4, 5 12 -- up to 5 percent. 13 CFO: Yes. 14 CEO: So that varies. In terms of the 15 cost of living, we go back and look at it. 16 This is something that we basically agreed upon 17 several years ago, not knowing that currently this 18 year the cost living increase is like 8.79 -- 19 CFO: 8.7. 20 CEO: -- and last year it was 5.6. 21 But, definitely. I can work with HR 22 and see what those numbers look like and what they 23 present. 24 CHAIRWOMAN HOROVITZ: I think that this is 25 something that we should talk about on Monday.</p>

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<p>1 CEO: Yes.</p> <p>2 CHAIRWOMAN HOROVITZ: More than 3 would be</p> <p>3 unusual.</p> <p>4 CEO: Yes.</p> <p>5 CHAIRWOMAN HOROVITZ: That would definitely</p> <p>6 be a board policy.</p> <p>7 CEO: Yes.</p> <p>8 CHAIRWOMAN HOROVITZ: And I understand</p> <p>9 inflation is, you know, higher year over year,</p> <p>10 but I'd be curious to know what other industries</p> <p>11 are doing -- maybe other housing authorities.</p> <p>12 Not to say that I think that more than</p> <p>13 3 isn't necessary. I understand the cost of</p> <p>14 living is increasing, but a 3-percent increase is</p> <p>15 very normal for a budget.</p> <p>16 CEO: Yes. Agreed. And, when we looked at</p> <p>17 most other housing authorities -- some of us</p> <p>18 worked at other housing authorities --</p> <p>19 the salaries here -- that's why we did a</p> <p>20 compensation study a couple years ago.</p> <p>21 The salaries were way below what the industry</p> <p>22 standards are for some of the positions that we</p> <p>23 do have here. And we made some adjustments,</p> <p>24 but they have not fulfilled -- only to the point</p> <p>25 of what the industry looks like.</p>	<p>1 go and come and go.</p> <p>2 And, typically, when we have positions open,</p> <p>3 especially in our industry, especially at the</p> <p>4 maintenance level, at the clerk's level,</p> <p>5 when folks apply for a job, they normally apply</p> <p>6 for four or five jobs.</p> <p>7 CHAIRWOMAN HOROVITZ: Yes.</p> <p>8 CEO: They will come here and take the job,</p> <p>9 but the minute someone offers them 50 cents more,</p> <p>10 they leave.</p> <p>11 CHAIRWOMAN HOROVITZ: Yes.</p> <p>12 CEO: So we have those positions that always</p> <p>13 --</p> <p>14 CHAIRWOMAN HOROVITZ: Okay. So these are</p> <p>15 high turnover roles.</p> <p>16 CEO: -- yes. In certain positions,</p> <p>17 there's always a high turnover.</p> <p>18 CHAIRWOMAN HOROVITZ: Yes.</p> <p>19 CEO: Always with maintenance folks, as well.</p> <p>20 CHAIRWOMAN HOROVITZ: Yes. Okay.</p> <p>21 Thank you.</p> <p>22 CEO: Yes.</p> <p>23 CHAIRWOMAN HOROVITZ: I had a -- and I think</p> <p>24 maybe I'm ahead of you. Just a question as</p> <p>25 I'm looking at it.</p>
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<p>1 But, definitely, we can talk about it on</p> <p>2 Monday.</p> <p>3 CHAIRWOMAN HOROVITZ: Yes.</p> <p>4 CEO: We do look at what the industry</p> <p>5 represents, as well.</p> <p>6 CHAIRWOMAN HOROVITZ: And, just a question on</p> <p>7 -- I think you said 30 vacant positions?</p> <p>8 CFO: Yes. There is over 30 currently.</p> <p>9 CHAIRWOMAN HOROVITZ: And so, are those</p> <p>10 salaries included in the budget?</p> <p>11 CFO: Yes.</p> <p>12 CHAIRWOMAN HOROVITZ: And you're assuming</p> <p>13 that they begin the beginning of the fiscal year?</p> <p>14 CFO: Yes.</p> <p>15 CHAIRWOMAN HOROVITZ: Have you evaluated --</p> <p>16 I know this is operational, but just board talking</p> <p>17 -- are all of those roles necessary?</p> <p>18 Or, have you prioritized them?</p> <p>19 Maybe you have some of them starting six</p> <p>20 months in. That's normally what --</p> <p>21 CEO: We have some of those positions that we</p> <p>22 are filling as we speak right now.</p> <p>23 CHAIRWOMAN HOROVITZ: Okay.</p> <p>24 CEO: And some of them are just positions</p> <p>25 at various levels, where those folks just come and</p>	<p>1 Why do we see pest control contracts doubling</p> <p>2 at Fairway?</p> <p>3 CFO: That may include the termite bond,</p> <p>4 and then there was also some additional pest</p> <p>5 control that was needed out there in the current</p> <p>6 year.</p> <p>7 CHAIRWOMAN HOROVITZ: It does say, "termite."</p> <p>8 Is that not an annual expense?</p> <p>9 Because it wasn't in last year's.</p> <p>10 It doesn't appear to be in last year's budget,</p> <p>11 but I can look at it.</p> <p>12 Is it?</p> <p>13 CFO: Yes.</p> <p>14 CHAIRWOMAN HOROVITZ: Okay. I'll look at</p> <p>15 that when I look at Excel.</p> <p>16 And then I also see fire extinguisher</p> <p>17 inspections.</p> <p>18 Do we not do that every year?</p> <p>19 CFO: Yes. That's done every year.</p> <p>20 CHAIRWOMAN HOROVITZ: So I don't see it in</p> <p>21 last year's budget, or maybe it's just increasing</p> <p>22 by a large amount. But, again, I'll follow up</p> <p>23 with questions when I look at the Excel.</p> <p>24 I'm sorry. Thank you. Continue. Sorry.</p> <p>25 Thank you.</p>

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<p>1 CFO: That's it. 2 Any questions? 3 CHAIRWOMAN HOROVITZ: Commissioner Brock, 4 do you have any questions? 5 COMMISSIONER BROCK: Yes, Madam Chair. 6 Now this is -- you said this is our upcoming 7 budget for '23/'24, right? 8 CFO: Yes. 9 COMMISSIONER BROCK: Did -- to Mr. Alexander, 10 Ms. Chair. 11 Mr. Alexander, did Resident Service receive 12 any of the special monies that the board had been 13 given to them the last two years? 14 Did we get that in the Resident Service 15 budget? 16 CEO: So, yes. Correct. 17 CFO: Yes, yes. 18 COMMISSIONER BROCK: How much was they 19 awarded? 20 CEO: How much was it, Dennis? 21 CFO: The board gave us an additional \$50,000 22 last year, and we added a part-time service 23 coordinator. And that part time is part time at 24 I believe four different properties to spend like 25 10 hours a week at each property.</p>	<p>1 coordinators at several of our properties. 2 COMMISSIONER BROCK: So you don't know how 3 much it was that you rolled in the budget? 4 CFO: I would have to look specifically. 5 It's close to the 150,000, but I don't think all 6 of the 100,000 in the first year was spent on 7 salaries. I think that some of it was spent on 8 other items. 9 COMMISSIONER BROCK: Okay. I'm just trying 10 to see how much they was going to get awarded this 11 year for that. 12 Okay. Because it has been -- it has really 13 been a great help to, not just Resident Service, 14 but even to our residents. So that's why I was 15 trying to see -- 16 CFO: Yes. It's -- 17 COMMISSIONER BROCK: -- how much you rolled 18 in. 19 CFO: -- it's close to \$100,000 for the 20 -- for the positions. It's roughly two, full-time 21 positions. 22 COMMISSIONER BROCK: Okay, okay. 23 CHAIRWOMAN HOROVITZ: Thank you. I don't 24 have any other questions right now, but I'll look 25 at it more closely.</p>
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<p>1 CEO: It's two part times. 2 COMMISSIONER BROCK: So, are you saying that 3 y'all wrote in the budget for the upcoming year 4 another 50,000 -- 5 CFO: Yes. 6 COMMISSIONER BROCK: -- or did Resident 7 Service get awarded \$100,000 that we did the first 8 year? 9 CFO: It's 100,000 like we did the first 10 year, plus the extra 50-. So there is additional 11 in there. 12 So that we have part-time Resident Service 13 Coordinators at several of our public housing 14 properties now. 15 COMMISSIONER BROCK: That's what I'm saying. 16 For '23/'24, on the special monies that we 17 are awarded -- Resident Service -- 18 CFO: Yes. 19 COMMISSIONER BROCK: -- you're saying that we 20 are awarded them for this upcoming fiscal year 21 \$150,000? 22 CFO: We rolled them into the current budget. 23 COMMISSIONER BROCK: 150,000. 24 CFO: I'm not sure if it was the whole 25 150,000, but it is for the part-time service</p>	<p>1 I think that it's really great, but I will 2 have more questions when I can do some 3 calculations on it, if that's all right. 4 CFO: That would be perfect. 5 CHAIRWOMAN HOROVITZ: If we have no other 6 conversation, I guess we'll make the motion. 7 COMMISSIONER BROCK: No. 8 If -- through Mr. Alexander, if Mr. Dennis 9 could get those numbers for the special monies 10 that they rolled over to Resident Service, 11 it would be great. 12 CEO: I'll make sure we do that. 13 COMMISSIONER BROCK: Okay. 14 CEO: And, just to let you know, that has 15 been a great help. We handle all of those 16 facilities that were not getting services that 17 really are getting services now. So we appreciate 18 that. 19 COMMISSIONER BROCK: Yes, yes. 20 CHAIRWOMAN HOROVITZ: So I agree. So we will 21 not make a motion, because we still have some more 22 discussion around this; is that right? 23 CEO: Could we make the motion to move 24 forward to the meeting, but we can -- 25 CHAIRWOMAN HOROVITZ: Right. I'm sure that</p>

<p style="text-align: right;">Page 45</p> <p>1 the board will want to discuss the budget more. 2 CEO: -- yes. 3 CHAIRWOMAN HOROVITZ: So we're not making a 4 motion; is that right? 5 COMMISSIONER BROCK: Right. 6 CHAIRWOMAN HOROVITZ: Okay. 7 Thank you, Mr. Lohr. 8 CFO: Our last resolution is 2023-JHA-28, 9 and this is to approve the paid time off buy-back 10 program for fiscal year 2023. 11 And every year we allow our employees to sell 12 back up to 80 hours of PTO time as long as they 13 maintain a balance of 80 hours in their PTO pool. 14 And this is to help reduce our liability on 15 our books, because we accrue for all of the 16 PTO expense. And we try to pay it out now before 17 they get their 3-percent COLA and 5-percent 18 merit increase. 19 So we try to keep the cost as low as 20 possible. 21 CHAIRWOMAN HOROVITZ: This makes sense to me. 22 The only thing I didn't understand the timing of 23 it, because I think that, in one of the documents, 24 it talked about this being discussed in 2021. 25 Do we not do this every year?</p>	<p style="text-align: right;">Page 47</p> <p>1 being here, they do it every year -- bring it to 2 the board. 3 CHAIRWOMAN HOROVITZ: Yes. 4 COMMISSIOER BROCK: So it may be something 5 that we might have to look at, like Mr. Alexander 6 say, "It should be," and like you're saying, 7 "It should something that we could just roll in to 8 HR," but I think it's going to be a board call -- 9 the entire board call. 10 CEO: Yes. Some people had some concern with 11 it, but every year actually folks earn leave time. 12 CHAIRWOMAN HOROVITZ: Right. 13 CEO: They earn the time, and some of them -- 14 we have a lot of legacy employees here that have 15 been here 25 years. 16 They accumulate so much time by the end 17 of the year, if they don't use it, they lose it. 18 So we have some folks in this very room right now 19 that end up taking off several months or close to 20 a month or several weeks at a time, because they 21 have the money on the books. 22 CHAIRWOMAN HOROVITZ: Yes. 23 Okay. But we do cap how much time you can 24 roll over, though. 25 CFO: Yes.</p>
<p style="text-align: right;">Page 46</p> <p>1 CEO: Yes. 2 CFO: We do this every year, and I don't know 3 -- 4 CHAIRWOMAN HOROVITZ: So, do we have to 5 approve it every year? 6 Is that what we're discussing? 7 COMMISSIONER BROCK: (nodded head 8 affirmatively) 9 CEO: Typically, they do it every year, 10 but, for the most part, with my experience, 11 the board just approves it, and we'd just do it. 12 But here they do it every year, but I don't 13 see a reason why we have to bring it to the board 14 every year. 15 CHAIRWOMAN HOROVITZ: Right. That's what 16 confused me. 17 CEO: You can approve it one time, 18 and they can do it through perpetuity. 19 CHAIRWOMAN HOROVITZ: Okay. So, do we want 20 to approve this resolution or adjust the 21 resolution that it just becomes a part of the 22 HR policy? 23 COMMISSIONER BROCK: I don't know. 24 Ms. Chair, I think that probably would be a call 25 for the entire board, because, from my duration of</p>	<p style="text-align: right;">Page 48</p> <p>1 CEO: Yes. It has a cap on it. 2 CHAIRWOMAN HOROVITZ: Okay. What was the 3 other concern? 4 We would want to reduce the liability. 5 CEO: From my position from where I sit, 6 I don't have a problem with it not even coming to 7 the -- after they approved it, they don't have to 8 come every year. 9 CHAIRWOMAN HOROVITZ: Okay. We can take it 10 to the whole board. That's how I feel, 11 but I wanted to understand a little more 12 background on it. 13 COMMISSIONER BROCK: And, like I say and 14 like Mr. Alexander say, there was some other 15 commissioners that felt like it should come to the 16 board every year. 17 CHAIRWOMAN HOROVITZ: Okay. 18 COMMISSIONER BROCK: And they wanted to have 19 a discussion on it, but, like he say, you have 20 some of the tenures that have been here for well 21 over 20-some-odd years that do have time on the 22 book. And it's sad if they can't get it. 23 You know? 24 CHAIRWOMAN HOROVITZ: All right. Thank you. 25 Motion?</p>

<p style="text-align: right;">Page 49</p> <p>1 COMMISSIONER BROCK: I make a motion. 2 CHAIRWOMAN HOROVITZ: Yes. I second it. 3 Excellent. I think that's all of the 4 resolutions. 5 Do we have any other conversation? 6 (no response) 7 CHAIRWOMAN HOROVITZ: We were just here so 8 long yesterday. 9 I just have a general kind of question. 10 We talked yesterday in the acquisition meeting 11 about how we'll engage with CSG and really how 12 we'll look at I guess what the housing authority 13 can afford, when we're looking at acquisitions. 14 And, not to kind of creep into that 15 committee, but -- and maybe this is a conversation 16 for Monday -- I feel like we can move some of the 17 things that we had in the acquisition meeting. 18 Like the bond workshop probably more appropriately 19 would fit into this meeting. 20 Not to bring people down here more often than 21 we need to, but just so we're just being 22 respectful of everyone's time. 23 Just generally, how does everyone feel about 24 that? 25 Like I think we should decide what belongs</p>	<p style="text-align: right;">Page 51</p> <p>1 CHAIRWOMAN HOROVITZ: Okay. Do you have any 2 thoughts on that, Commissioner? 3 COMMISSIONER BROCK: Yes, yes. That's -- 4 I'm in agreement with you. Yes. 5 CHAIRWOMAN HOROVITZ: Good. Perfect. 6 Mr. Alexander, do you have any other 7 comments? 8 CEO: No. We have a lot of work to do 9 between now and Monday. We just have to get 10 things rolling so we can be in a good situation 11 for Monday. 12 CHAIRWOMAN HOROVITZ: Yes. 13 CEO: Thank you for yesterday. The staff 14 is extremely excited. We got all three of those 15 deals through to the next level. We have to get 16 those MOUs worked on and give them to the 17 attorneys and get us ready for Monday. 18 CHAIRWOMAN HOROVITZ: Excellent. 19 Thank you for your leadership, for everone 20 in this room for all of the work. I know it has 21 been long days and really a lot of work. 22 So I'm really excited about it and appreciate it. 23 CEO: Yes. 24 COMMISSIONER BROCK: Ms. Chair, so we did 25 receive the email yesterday from Mr. Alexander</p>
<p style="text-align: right;">Page 50</p> <p>1 where. 2 CEO: Yes. 3 CHAIRWOMAN HOROVITZ: Commissioner Brock. 4 COMMISSIONER BROCK: Yeah. I mean you're 5 right. If it fit more better in our finance, 6 which it might do, because it is bonds. 7 So we could have had it -- the workshop -- here. 8 CHAIRWOMAN HOROVITZ: Yes. And I also feel 9 badly that I mismanaged that part of the agenda 10 yesterday. 11 COMMISSIONER BROCK: Yeah. 12 CHAIRWOMAN HOROVITZ: Also, thinking about 13 our finance partners at CSG, I'd like to talk 14 about how we engage with them. 15 We've spoken about this a little bit. 16 Being respectful, you know, I think that they 17 probably charge us hourly, and we need to be 18 making sure that we're maximizing that rate. 19 And I think you talked about having 20 duplicative work and making sure the board has 21 what they need, but also not, you know, racking up 22 exorbitant bills. 23 I think there's an opportunity to engage with 24 CSG a little bit more efficiently is my point. 25 CEO: Yes.</p>	<p style="text-align: right;">Page 52</p> <p>1 about Chase. 2 CHAIRWOMAN HOROVITZ: Yes. 3 COMMISSIONER BROCK: So we're going to deal 4 with that on Monday? 5 CHAIRWOMAN HOROVITZ: I think that's what we 6 said. 7 CEO: Yes, yes yes. Because most of these -- 8 even with these deals that we brought to the 9 board, we worked on these all of the way to the 10 last minute. 11 So the numbers changed, and everything else 12 changed. And, even with this -- because keep in 13 mind we've been back and forth with their 14 attorneys, our attorneys, OGC, to find the correct 15 process to do this deal. 16 And, finally, we got to that document with 17 that MOU, and they were trying to get it to us for 18 the meeting yesterday. But I didn't feel 19 comfortable bringing it to the board meeting 20 without you guys having enough time to look at it 21 and review it. 22 CHAIRWOMAN HOROVITZ: Thank you. 23 For my awareness -- and I'm looking through 24 the budget, again -- where will we see all of the 25 expenses associated with acquisitions?</p>

<p style="text-align: right;">Page 53</p> <p>1 Is it separated, or is it kind of mixed in? 2 CFO: It's kind of mixed in. 3 You should see it in any of the central 4 office. Part of it would be in JUI development, 5 which we don't really have a solid budget for yet, 6 but it's pretty much going to be in the central 7 office for now. 8 CHAIRWOMAN HOROVITZ: So JOI -- I'm sorry. 9 CFO: Jax Urban Initiatives. 10 CHAIRWOMAN HOROVITZ: Okay. Development -- 11 is that where you feel it most appropriately 12 belongs? 13 CFO: For some of these deals, yes. 14 That's what we -- we were trying to figure out 15 exactly where we were going to put them. 16 I know we were talking about JUI possibly 17 owning some of the properties or being a property 18 manager. So it's something that we have to work 19 out. 20 CHAIRWOMAN HOROVITZ: And I think maybe 21 that's something to talk about on Monday. 22 And maybe it's not this year, but certainly 23 next year it would be very helpful if we really 24 separated out those expenses. 25 So, when we're looking at variances,</p>	<p style="text-align: right;">Page 55</p> <p>1 COMMISSIONER BROCK: He say he didn't know 2 what it was -- what exactly it is. He say he 3 thinks it's -- 4 CFO: The positions are in there, 5 but the dollar amounts per position I believe is 6 what she was requesting. 7 COMMISSIONER BROCK: Yes. Okay. 8 CHAIRWOMAN HOROVITZ: Okay. 9 All right. Great. If there are no other 10 questions or comments, the meeting is adjourned. 11 Thank you-all so much. 12 COMMISSIONER BROCK: Thank you. 13 (Whereupon, the proceedings in the 14 above-titled cause concluded at 9:56 a.m.) 15 --- 16 17 18 19 20 21 22 23 24 25</p>
<p style="text-align: right;">Page 54</p> <p>1 would we know exactly what's driving it, 2 that it's expenses related to acquisitions and 3 just deal work? 4 So we're not kind of muddying the performance 5 of our existing property portfolio. I think that 6 probably would be a lot of work right now, 7 but I'm sure you have a spreadsheet somewhere 8 that's got those costs isolated. 9 CFO: (nodded head affirmatively) 10 CHAIRWOMAN HOROVITZ: Any other comments? 11 COMMISSIONER BROCK: Yes. Madam Chair, 12 so Monday we're going to make sure that we get the 13 rollout to find about about the COLA from other 14 housing authorities -- what -- what they're doing, 15 right? 16 CHAIRWOMAN HOROVITZ: (nodded head 17 affirmatively) 18 COMMISSIONER BROCK: And then Mr. Dennis will 19 get us the figures for Resident Service for the 20 special dollars that we put over in Resident 21 Service. 22 CHAIRWOMAN HOROVITZ: I think those are 23 outlined in here. 24 COMMISSIONER BROCK: Unh-unh. 25 CHAIRWOMAN HOROVITZ: They're not?</p>	<p style="text-align: right;">Page 56</p> <p style="text-align: center;">1 CERTIFICATE 2 STATE OF FLORIDA) 3 COUNTY OF DUVAL) 4 I, Carol DeBee Martin, Certified Court 5 Reporter and Notary Public, certify that I was 6 authorized to and did stenographically report the 7 foregoing proceedings to the best of my ability and 8 that the transcript is a true and complete record 9 of my stenographic notes. 10 Dated this 7th day of September, 2023. 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25</p> <p style="text-align: center;"><i>Carol DeBee Martin</i></p> <p style="text-align: center;">Carol DeBee Martin Notary Public State of Florida My Commission: HH 038064 Expires: 12-29-2024</p>