

MINUTES OF THE  
HOLLYWOOD HOUSING AUTHORITY  
HELD  
JANUARY 19, 2017  
AT THE HOLLYWOOD HOUSING AUTHORITY OFFICE

Present: Mr. Martin Schlosberg, Chairman – left meeting at 4:55pm  
Mr. Lloyd Edelstein, Vice Chairman  
Ms Debra McGowan, Commissioner  
Mr. David Dweck, Commissioner – in at 4:25pm  
Mr. James Moore – Commissioner

Also Present: Mr. Tim Schwartz, Executive Director – Hollywood Housing Authority  
Ms Kathy Chopard, Recording Secretary

Ms Ellen Itzler – Itzler & Itzler

Meeting was called to order at 4:07pm and roll was called.

A motion was made by Mr. Edelstein seconded by Mr. Moore approving the Agenda for this meeting. Roll call vote was unanimous.

A motion was made by Ms McGowan seconded by Mr. Moore approving the Minutes of the December 19, 2016 Board meeting. Roll call vote was unanimous.

RESOLUTIONS AND COMMUNICATION

Ms Itzler explained that she had come to the meeting to discuss the two proposals that the Hollywood Housing Authority advertised regarding Request for Qualifications for Special Counsel Services. One proposal was received from Gray/Robinson Attorneys and the other was from Buchanan, Ingersoll and Rooney PC. Ms Itzler said that the main issue was a difference in rates and that the Housing Authority had not as yet gone through a formal evaluation process. Ms Itzler said that she reviewed the HUD Handbook regarding procurement of legal services by a Public Housing Agency. Ms Itzler stated that this policy states that price is only one section of the selection of a legal service. This section states that the cost of legal services must be reasonable. It is also stated that the contract amount must be reasonable and it is considered reasonable if it does not exceed rates prevailing in the same or similar locality for the same and similar services or the Housing Authority can demonstrate special circumstances that require payment of a higher amount. Ms Itzler said that considering the RFP presented the Hollywood Housing Authority could either re-advertise a Request for Qualifications and make the RFQ more specific, or evaluate the responses that were received. After much discussion regarding the evaluation of the RFQ's received, the Board decided to have another meeting to reach a decision regarding the choice of the Special Counsel Service. Mr. Schwartz said he will call Mr. Schlosberg regarding scheduling another meeting. Ms McGowan asked if the regular February Board meeting could be done on the same date as this meeting. The Board decided to make that meeting on February 8 at 3:00.

MONTHLY EXPENSES

There were no comments.

SECRETARY/EXECUTIVE DIRECTOR REPORT

There were no comments.

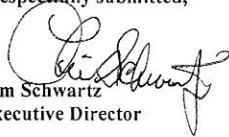
COMMENTS FROM PUBLIC

There were no comments.

ADJOURNMENT

Mr. Dweck made a motion, seconded by Ms McGowan to adjourn this meeting, which was passed without dissent at 5:29 PM. All in favor.

Respectfully submitted,

  
Tim Schwartz  
Executive Director

Approved:

Martin Schlosberg  
Chairman