

**Lee County Housing Authority (LCHA)
Board of Commissioners Board Meeting
May 24, 2018**

A meeting of the Board of Commissioners of the Lee County Housing Authority (LCHA) was held Thursday May 24, 2018 at 14073 Whitebirch Way, North Fort Myers, Florida. Notice of this meeting was duly posted.

ATTENDANCE: Chairman Robert Norris
Commissioner Christine Sardina
Commissioner Robert Ortiz
Attorney Kenneth K. Thompson
Marcus D. Goodson, Executive Director

ABSENT: Commissioner Jim Green (Resigned, but term ends 5/12/18)
Vice Chairman Donald Komito

APPROVAL OF MINUTES: Chairman Norris brought before the board the minutes from the March 22, 2018 board meeting. Having reviewed the minutes, Chairman Norris inquired if there were any corrections, additions or deletions required. Chairman Norris entertained a motion to accept the minutes. Commissioner Sardina made a motion to accept the minutes, seconded by Ortiz. The motion carries.

Sherri Campanale, Deputy Executive Director

Ms. Campanale reviewed the reports enclosed in the board packet. There are 828 people on the wait list. The average rent at Pine Echo I & II is \$179.00 and the average rent at Barrett Park is \$239.00.

The work orders for Pine Echo I & II are 104, this is high due to inspections that were recently done.

The PH FSS program has 25 slots with 31 enrolled. The escrow balance is \$73,210.98. Recently a resident tried to graduate but did not qualify and will not receive her escrow. She did not meet all of her goals; however, she still has time and she received an extension.

Enclosed in each board packet are the referrals and activities for April 2018 for the residents. Enclosed are the English and Spanish calendars.

Vicki Collins, CPA, Director of Finance & Human Resources

Enclosed for your review are financials, i.e. Balance Sheet, Income Statements, as well as the summary reports, for April 2018.

PUBLIC HOUSING PROGRAM

The budget to actual report for the Public Housing Program for the first seven months of the fiscal year is:

	Budget	Actual	Variance
Pine Echo	\$ 0	\$ 97,264	\$ 97,264
Barrett Park	15,458	25,879	10,421
Total Public Housing	<u>\$ 15,458</u>	<u>\$ 123,143</u>	<u>\$ 107,685</u>

For the first seven months of the fiscal year, the Public Housing Program income exceeded expenses by \$123,143; \$107,685 better than projected for the period. \$60,000 of the positive variance is due to a draw of Capital Fund Operating dollars.

At April 30, 2018 the Public Housing Program had \$368,961 of general operating cash.

SECTION 8 PROGRAM

The year-to-date, budget to actual numbers for the Section 8 program for the first seven months of the fiscal year are:

	Budget	Actual	Variance
Administration	\$ (583)	\$ (9,788)	\$ (9,205)
HAP	<u>0</u>	<u>(37,447)</u>	<u>(37,447)</u>
Total Section 8	<u>\$ (583)</u>	<u>\$ (47,235)</u>	<u>\$ (46,652)</u>

At April 30, 2018 Admin Fee Reserves were \$31,654 and HAP (Housing Assistance Payments) Reserves were \$4,279. The agency does have about \$142,000 in HUD Held Reserves we can draw on if needed.

Marcus D. Goodson, Executive Director

Transfer of Funds

Mr. Goodson stated that Sherri Campanale and Becky Madsen, HCV Supervisor stated that loaning the vouchers from the Housing Authority of the City of Fort Myers (HACFM) to Lee County Housing Authority (LCHA) was not a good idea. Ms. Campanale stated we could possibly port some vouchers. We also need to get HUD’s approval to loan vouchers. LCHA already has residents on the voucher program, those that are in the process of moving would be asked to transfer over to LCHA and would absorb these vouchers leaving these vouchers vacant and assigned to LCHA. In order to port anyone, we would send each resident a letter asking for volunteers to terminate their voucher contract. The client then has to do all of their paperwork all over again and the landlord would have to go through a complete inspection. This would probably take until the end of the year to get the 63 vouchers that are needed. Mr. Goodson stated the challenge will be when you have a Section 8 voucher and we want the resident to trade in the paper voucher for a project-base voucher, this will limit the mobility for that resident. The existing residents that have a Section 8 voucher must now qualify for the project-base voucher. If the resident after twelve months of being on the project base voucher program decides they don’t want to be on this program anymore, the housing authority must offer them a Section 8 voucher if one is available. Mr. Goodson stated the proforma was based on Section 8 vouchers for the units, now the rest may stay \$600.00 instead of \$900.00. We’ll have to figure out how to make it work.

Mr. Goodson stated we currently have \$\$7,767 from the Charlestown Park sale. We would like to use some of this money to cover some of the legal costs for the Coral Village transactions. Commissioner Sardina made a motion to approve the transfer of funds, seconded by Commissioner Ortiz. The motion carries.

No Smoking Policy

Attorney Kenneth K. Thompson stated we have implemented the no smoking policy at Lee County Housing Authority (LCHA). Notices were sent out to all residents and there were several meetings before implementing the new policy. It would be too difficult to figure out each unit being 25 feet away. Mr. Thompson stated it is his legal opinion that the LCHA’s smoke free policy is legally sufficient, and that it was instituted in accordance with the requirements provided

by HUD. Ms. Campanale stated HUD required that all housing authorities have a smoking policy in place.

Chairman Norris stated he would still like to see a basketball court for the youth instead of a smoking spot such as a gazebo. Ms. Campanale stated our procurement officer has been researching playgrounds for the children.

Signature Cards

Mr. Goodson stated we are promoting Ms. Campanale to Deputy Executive Director and we need to change the bank cards so she will be allowed to sign checks. Commissioner Ortiz made a motion to approve Ms. Campanale on the bank signature cards, seconded by Commissioner Sardina. The motion carries.

Capital Improvements

Mr. Goodson stated we just received funding for our Capital Funds Program in the amount of \$494,767.

Mr. Goodson stated our Public Housing Assessment System (PHAS) was 93 out of 100. We are still designated a high performer.

Other Business/Board of Commissioners Comments

Ms. Campanale stated we called an electric company so that we could re-wire and ventilate each unit for a dryer. The residents will soon get a letter stating that each unit will get a dryer hook-up if they wish. There are no washers in the units. This project will begin in August 2018.

Ms. Campanale stated we cleaned out the drains in the roadway. Our maintenance supervisor still feels they clogged. We are having an issue with how far out where the county line is. Our procurement officer states it is the county's responsibility. She and the maintenance supervisor will be meeting with the county. There was a lot of debris and sand in the drains.

Ms. Campanale stated the summer feed program will begin on June 4, 2018 and end on July 27, 2018. It will be at Pine Echo II from 11:30 a.m. till 12:00 p.m. and at Barrett Park from 12:15 p.m. till 12:45 p.m. The law enforcement academy in Fort Myers donated tables and chairs for the children. It is all one piece and it folds up.

Public Input/Comments

Jaime Cissna resident of Barrett Park feels the no smoking policy is wrong. Residents have to walk a long way to smoke/vape and there are speeders. It is difficult also because of the rainy season. People have to leave their children alone while they go out to smoke. Chairman Norris stated he understands how the residents feel, however because we get our money from the Federal government, we must comply with their rules.

ADJOURNMENT: Having no further business to discuss, Commissioner Ortiz made a motion to adjourn the meeting at 2:53 p.m., seconded by Commissioner Sardina. The motion carries.

ATTEST Cheryl L. LaBelle, Executive Assistant Date