

**Lee County Housing Authority (LCHA)  
Board of Commissioners Meeting**

A meeting of the Board of Commissioners of the Lee County Housing Authority (LCHA) was held on **August 5, 2024**, at **10:00 am** at the Community Center, located at 14073 Whitebirch Way, North Fort Myers, Florida, 33901. Notice of this meeting was duly posted.

**ATTENDANCE:** Chairman Robert Norris  
Vice Chairman Robert Ortiz  
Commissioner Christine Sardina

**ABSENT:**

**APPROVAL OF MINUTES:** Chairman Norris brought before the board the minutes from May 30, 2024, June 7, 2024, and June 20, 2024 board meetings. 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. May 30, 2024, Vice Chairman Ortiz a made a motion to accept the minutes, seconded by Commissioner Sardina. The motion carries. June 7, 2024, Commissioner Sardina made a motion to accept the minutes, seconded by Vice Chairman Ortiz. The motion carries. June 20, 2024, Vice Chairman Ortiz made a motion to accept the minutes, seconded by Commissioner Sarna. The motion carries.

**Financial Reports – Vicki Collins, CPA**

Enclosed for your review are financials, i.e. Balance Sheet, Income Statements as of June 30, 2024. Pages 11 and 12 of the Summary Reports show the monthly and quarterly breakdown for the first nine months of the fiscal year ending 9-30-24.

**PUBLIC HOUSING PROGRAM**

The Public Housing Program budget to actual for the year-to-date ended June 30, 2024:

	<b>Budget</b>	<b>Actual</b>	<b>Variance</b>
Pine Echo	(114,900)	(35,650)	79,250
Barrett Park	(16,575)	(7,645)	8,930
Total PHA	(131,475)	(43,295)	88,180

For the first nine months of the fiscal year, Public Housing performed better than was projected. A loss of 131,475 was projected for this time frame, at June 30, 2024, Public Housing had incurred a loss of \$43,295.

During the month of April, Pine Echo reported as income an FSS Forfeiture of \$22,306; Barrett Park incurred \$17,045 in expenses to mediate hurricane Ian damages. The expenses were to remediate mold and roof stabilization. In June Pine Echo received an additional \$8,657 from FEMA.

On June 30, 2024, Public Housing had operating cash of \$1,570,000. The difference is in one we did 88,000 better than was projected.

## **SECTION 8 PROGRAM**

The budget to actual numbers for the Section 8 program for the year-to-date ended June 30, 2024.

	<b>Budget</b>	<b>Actual</b>	<b>Variance</b>
Administration	69,787	96,216	26,429
HAP	0	(198,687)	(198,687)
Total Section 8	<u>69,787</u>	<u>(102,471)</u>	<u>(172,258)</u>

The administrative portion of the program continues to perform better than projected. It was projected to have a Net Income of \$69,787; the actual Net Income was \$96,216. The HAP portion of the program spent \$198,687 more than it received during the first nine months of the fiscal year.

As of June 30, 2024, Admin Fee Reserves were \$ 506,485.

HAP (Housing Assistance Payments) Reserves at June 30, 2024 were \$(143,727).

HUD Held Reserves are about:

HCV \$300,000

MS \$400,000

\$700,000

Vicki mentioned that Diana is preparing to draw money so that we will recover these losses. This is the reserve that we built up for the last couple of years and now we going to spend that this year.

Chairman Norris asked, because we had such a large amount during the reserves is that one reason why we did not receive the allocation for HAP go up from HUD?

Vicki responded no not in this section. These reserves have been built up over the last couple of years and so we starting to spend that now, but they've been increasing on how much they give us every month. But it just has not been enough for what we spending, we will see that when we look at the result of the revision of the budget. Has long as HUD is holding it, they are not too concerned with that. As long as we using it to build up our leases, which we are doing. They just do not want us building up a lot of reserves in our bank account.

Because significant changes have occurred since the original budget was passed in Sept 2023, it is necessary to revise the FYE 9-30-24 budget. Attached are the revised budgets for the Public Housing and HCV programs for the FYE 9-30-2024. Included with the revised budget is a comparison with the original budget for FYE 9-30-2024.

## **PUBLIC HOUSING PROGRAM**

Proposed Revised Budget for Fiscal Year End 9-30-2024

**FYE 9-30-24 Budget Revision**

	Pine Echo	Barrett Park	Total PHA	Original 9/30/2022
Income	775,000	478,900	1,253,900	1,059,700
Expenses	862,500	527,600	1,390,100	1,235,000
Net Income (Loss)	<u>(87,500)</u>	<u>(48,700)</u>	<u>(136,200)</u>	<u>(175,300)</u>

The revised Public Housing budget has an increase in revenues of \$194,200 and an increase in expenses over the original budget of \$155,100. Just looking at the bottom line, the net loss decreased by \$39,100, from \$175,300 to \$136,200. The significant changes to some income and expense line items are as follows.

**Major Revenue Source Changes**

**Operating Subsidy** – Operating Subsidy increased about \$47,500. Mostly due to the pro-ration % increase of 6%, from 92% to 98%.

**Other Income** - About \$114,000 was received from FEMA that was not anticipated. \$22,000 FSS escrow was forfeited.

**Major Expense Changes**

**Contracts** - Maintenance Contracts and materials up about \$70,000. I tried to estimate these costs when preparing the original budget knowing that we were entering into a time of pre-development; meaning that if repairs could be put off until redevelopment began, they would. Also, at some point units were going to allowed to remain vacant in anticipation of the redevelopment. Currently, Pine Echo has 15 units that are vacant and taken offline in PIC. I underestimated the amount of work that would need to be done when preparing the original budget.

**Legal Expense** – Due to RAD costs it was up \$38,000.

Mr. Goodson mentioned on the legal expenses we typically get reimbursed at closing. And sometimes we do not even pay those costs until closing. Are we paying them currently?

Vicki responded they are currently getting paid.

Mr. Goodson mentioned that we typically get reimbursed at closing for legal expenses to a certain point and I have to go back and look to see what was approved in the original budget for our legal expenses typically about \$25,000 to \$30,000 maybe a little more. We should get something back at closing for our legal expenses that we paid.

Vicki responded that at this point we will see that money in the next fiscal year.

Mr. Goodson mentioned that he could go back and look at what we have in the budget for our legal expenses.

**FSS Escrow Expense** – was up \$28,000

### **SECTION 8 PROGRAM**

Proposed Revised Budget and Original Budget for Fiscal Year End 9-30-2022

<b>Administration</b>	FYE 9-30-24	FYE 9-30-24
	Revision	Original
Income	363,300	349,650
Expenses	<u>243,500</u>	<u>256,600</u>
Net Income (Loss)	<u>119,800</u>	<u>93,050</u>

<b>HAP</b>	Revision	Original
HAP Income	4,095,500	3,600,000
Expenses	<u>4,150,000</u>	<u>3,600,000</u>
Net Income (Loss)	<u>(54,500)</u>	<u>0</u>

#### **NOTES:**

##### **Administration**

Administrative Revenues will be up about \$14,000 and Administrative Expenses will be down about \$13,000. This creates an increase in Net Income of about \$27,000.

This is due to an increase in Adm Fees due to higher lease-up than projected and multiple expense categories being lower than projected.

**HAP** – Will be a loss instead of breakeven. This is due to the agency spending the reserves it had at the beginning of the fiscal year as well as expending all HAP funding received during the fiscal year.

Chairman Norris entertained a motion to accept the Budget FYE 9-30-2024. Vice Chairman Ortiz made a motion to accept the budget for FYE 9-30-2024, seconded by Commissioner Sardina.

Attached are the budgets for the Public Housing and HCV programs for the FYE 9-30-2025. Included with the budget for the current year is a comparison with the budget for FYE 9-30-2024, as revised.

**General Highlights:**

Tenant Rents are projected to be down 4% from 9-30-24.

Operating Subsidy is projected to be down 18% from 9-30-24.

Operating Subsidy is currently being paid at 98%, 95% was used in the budget.

Health Insurance rates are projected to increase by 8%, based on industry averages

Property and Liability quotes are not in yet, but projections are based on an industry average of a 5% increase.

Other expenses are projected based on historical costs.

Budget contains up to a 6% wage increase for staff; 3% COLA and 3% Performance; (the Bureau of Labor

Statistics indicate a 5% increase in the cost of living over the last year)

No CFP Operating Funds are included in the budget as the available funds are planned to be used in the RAD Project.

HCV HAP and Adm Fees are based on current funding and expense levels.

Chairman Norris asked as far as tenant rents are predicted to be down by 4%, is that because the 15 units were taken off the market?

Vicki responded, yes it has to do something with the tenant rents.

Chairman Norris asked about the operating subsidy being down 18%, when those units are taken off the market, will that affect our operations?

Vicki responded, yes it will. When taken offline or left vacant no longer eligible for subsidy.

Mr. Goodson asked, under a redevelopment project. When you take them offline, you can get HUD approved offline and don't you continue to receive the subsidy for a certain period of time?

Vicki responded, no I don't think so, they stop when they are offline.

Mr. Goodson asked what we are doing is proposing is a modernization of rehab or RAD conversion. There are exceptions when you have units offline?

Vicki responded that this year's subsidy is already been approved. Also, when those units are under rehab and brought back online, they get half assistance because they are part of the RAD program.

Mr. Goodson mentioned that right now as we speak today, there are still 100 public housing ACC programs. There are some exceptions to this. But we will figure it out. Diana, can you answer the question on the 15 vacant units in Pine Echo as we move towards this renovation project? The question was, do you subsidize those units my response when you have a rehab project, like what we are embarking on, is that HUD sometimes will approve those units being offline for a certain period of time without penalty, correct, or am I wrong in that?

Diana responded, that is correct we already received our subsidy for the year for those units. The issue was that it took a while to take them offline, but HUD helped to figure out how to take the vacant unit offline under modification.

Mr. Goodson stated once they get approve, we still continue receiving subsidy for a certain period of time.

Chairman Norris asked about the subsidy that we received already; we don't have to return that money at all, is that correct?

Vicky responded no we do not have to return anything. I'll have to meet with Diana to be sure that because all of this stuff is pre-populated into the HUD 52723 calculation of the subsidy. We have to make sure that we don't have any deadline that anything changed in there for the current year's end. Diana, did it pass?

Diana responded it was back in May.

Vicky mentioned we just need to make sure everything is where exactly it is supposed to be so that we give subsidy application forms that are pre-populated data for the numbers of what is allowed to be subsidy or being occupied and those that are going to be allowed to get subsidy because they are under redevelopment.

Mr. Goodson mentioned that he wanted to make a point because these 15 vacant units are all strategic because of the project we are moving into, we can have those units occupied because we have people waiting to move in. We needed some vacant units, in case there some relocation that has to take place. So, we can renovate those first, and then we can move the families into the renovated unit first.

Vicki mentioned that at some point when the units are re-house, they going to take out public housing and make it a HAP program. So, they won't be eligible for the subsidy.

Mr. Good mentioned we'll have some more concrete on things once we have followed the Lee County Government approval of the \$7 million that we are getting from the county. I had a ZOOM call with Lee County regarding some other documents that need to be completed.

Chairman Norris asked will the rehab start before the end of the calendar year?

Mr. Goodson mentioned absolutely. That is certainly our pointer to get that going.

Chairman Norris asked when they start the rehab on the vacant units when do you think those units will be ready?

Mr. Goodson mentioned not sure but what we will have on the table we can share with the board, is a schedule of construction. It will take you from day one to the final day and every item that's going to be replaced or rehab and the date they should start on each unit.

Chairman Norris asked so roughly it will take three to four months for the group to be completed.

Luis mentioned with the scoop of work it will take about 3 to 4 months.

Mr. Goodson mentioned that we to get ready for the board retreat. We will get a good solid answer from the developers because they will be attending the retreat meeting.

Mr. Ortiz asked about the 15 empty units, when the 15 units get remodeled first is still going to be a year before will still have 100% because we have to move the tenants into the 15 units so they can go back to their old units.

Mr. Goodson mentioned that there going to be a continuous 15-unit vacancy rate. Through that, we will avoid expensive relocation costs.

Vicki continues with her reports:

## Public Housing

### Proposed Budget for Fiscal Year End 9-30-2025

	FYE 9-30-25 Budget		
	Pine Echo	Barrett Park	Total PHA
Income	571,100	417,900	989,000
Expenses	836,000	495,700	1,331,700
Net Income (Loss)	<u>(264,900)</u>	<u>(77,800)</u>	<u>(342,700)</u>

Vicki mentioned we are looking at a year of continued transition. Because of the impending RAD project, any maintenance costs that can be deferred will continue to be deferred. Units will continue to be vacant, as the plan is to perform a rolling rehab...rehab vacant units, move tenants in from un-rehabbed units, and then rehab those units. This will continue until all units are complete. Vacant units don't produce subsidy income, nor do they produce tenant income. Currently, 15 units at Pine Echo are vacant and offline. As units are completed and converted to RAD, they will no longer produce any income, subsidy, or rental, for Public Housing. Therefore, Subsidy revenue and tenant revenue will be down in the upcoming fiscal year. Because we do not yet know when the process will begin or how fast they will turn over, projecting how this will impact the budgeted income and required repair costs is, at the very least, difficult. When information about the rehab timing is available and impacts on the budget can be determined it may require that the budget be revised.

The loss is projected to be about \$200,00 larger than for FYE 9-30-24. This is predominately due to a loss of income, from the 9-30-24 FYE, of \$265,000. The loss be paid for with reserves from prior years.

Rental and Subsidy income will be down about \$126,000. Also, no insurance or FEMA funds are anticipated; down \$114,000 from 9-30-24.

## Section 8

### Proposed Budget for Fiscal Year End 9-30-2024

	FYE 9-30-25
<b>Administration</b>	<b>Budget</b>
Income	361,500
Expenses	<u>269,500</u>
Net Income	<u>92,000</u>
(Loss)	

## HAP

HAP Income	4,200,000
HAP Expenses	<u>4,200,000</u>
Net HAP	<u>0</u>

Chairman Norris asked about the expenses with 269,500 and the income of \$361,500 and you said there is a net income of \$92,000 that is the net income of loss why is that a loss?

Vicki mentioned net income or loss if it has parentheses then it would be a loss.

Chairman Norris entertained a motion to accept the Lee County Housing Authority budget fiscal year ending FYE 9-30-2025. Vice Chairman Ortiz made a motion to accept the Lee County Housing Authority budget fiscal year ending FYE 9-30-2025, seconded by Commissioner Sardina.

### Department Head Reports-Diana Jones, PH/HCV Supervisor

- Housing and Maintenance Reports
- Section 8 Reports
- Family Self-Sufficiency Program (FSS)
- Housing Choice Voucher Program (HCV) (FSS)
- Resident Services-Elizabeth Jackson, ROSS Service Coordinator

### Housing and Maintenance Reports-Diana Jones

Ms. Jones stated the rent and other charges at Pine Echo I & II as of June 2024 were \$22,608 and \$20,936.77 at Barrett Park. The write-off pending increased as of June 2024 at Pine Echo is \$6,511 and \$6,640 at Barrett Park because of the extensive damage. For our vacancies, as I stated earlier, since HUD approval for those current vacant units, at this point, we have 12 of those vacancies approved not the 15 units yet because HUD did not want me to update the spreadsheet and add the new unit to it. So basically, what I am doing is each month, as units



become vacant, I will be sending in a new request, taking care of it through the PIC system, and sending in the request so that we can keep on track with our vacancies and get HUD approval.

The occupancy rate for Pine Echo I & II is %100 and Barrett Park is 98%. We had one move out, and it has been leased.

Ms. Jones stated work orders were completed in an average of 3 days. Here are the average charges to tenants \$64.15 PE I, \$62.29 PE II, and \$9.47 BP these costs are for any repairs that are getting damaged by the residents.

There were 37 work orders issued for Pine Echo I & II and 37 work orders for Barrett Park. There was 1 emergency work order for Pine Echo I & II and 1 emergency work order for Barrett Park. There are numerous work orders because of the HVAC repairs.

Chairman Norris asked for the HVAC repairs because of the hot summer that we have.

Luis responded because of the overheating on the AC units we started to see erosion because of the heat and since the AC is running even more, we started to see a lot of corrosion in a lot of the AC units in Barrett Park.

Chairman asked seeing that Barrett Park does not have much of a future anymore, do we just put in money that we just need to make sure it is maintained until is raised and the other developments?

Luis responded yes that is what we have done and our vendor fixed it as much as they could because when the coil is corroded there is nothing, we can do because the freon is not holding any longer.

Chairman Norris asked when the AC units would be replaced with new ones. What happened to the good AC units that were replaced?

Luis mentioned we used them for other AC units that need repairs.

Vice Chairman Ortiz asked when they do the construction are they taking out the A/C units and putting brand new ones in Pine Echo I and II?

Mr. Goodson mentioned that it will be replaced with a new one and will give out a construction plan.

- **Section 8 Reports**

Ms. Jones stated the HCV program utilization rate is at 96% and that is because the limit of affordable housing in our county has a problem leasing up. For our project-based, we always maintained that 100% and that's Coral Village apartments. The VASH program is at 79% she emails the lead over at the community and they have their personal goal to receive more referrals. So far, I received 3 referrals. The FUP is at 41% which we are working on with the Department of Children. I will be pulling names from the waitlist of our regular HCV and Mainstream. We are still absorbing from other jurisdictions.

- **Public Housing Family Self-Sufficiency Program (FSS)**

Ms. Jones stated we have 18 people enrolled in the PH/FSS. There are 17 people with escrow balances. The escrow balance is \$146,948. We had one exit from the program. We going to start giving out brochures and attaching the forms to our annual packet for the residents to be aware of the new FSS program that came out at the beginning of this year.

- **Housing Choice Voucher Program (HCV) FSS Program**

Ms. Jones stated we had 1 client who left the HCV/FSS Program, and that client had purchased a home. We are at a 77% participation rate for our SEMAP. Our current escrow balance is \$235,955. There are 24 people accruing escrow balances.

Chairman Norris asked how we market the FSS program. How do we focus on this?

Daina responded that I need to get together with Elizabeth and add the brochure to our Recertification Packet to remind them about the program. I asked the recent graduates to write a review on the program to express their own experience.

Ms. Sardina asked about the budget revision, somebody had a forfeited their escrow. What is the reason for that \$22,000?

Dian responded the only reason we have a forfeited amount is either a resident got evicted, left the program, did not complete their goals, or the contract expired.

Ms. Sardina asked but, in that case, are they allowed to renew?

Diana responded the contract was initially set up as a five-year term. We do have the option to extend the contract up to two years.

Ms. Sardina asked about the escrow payout of \$339.31, what was that, can they get payouts?

Diana responded that the client is working on purchasing a home and giving up her voucher.

- **Resident Services-Elizabeth Jackson, ROSS Coordinator**

Ms. Jackson stated that the Dr. Ella Piper Center has launched a new Cell Phone Class at the LCHA Community Center to boost digital literacy among residents. While attracting participants has been challenging, the classes deliver tailored support using emails, Facebook, Facetime, and other digital tools, equipping individuals with essential skills for staying connected in today's tech-driven world.

New Life Ministries continues to donate fresh fruits and vegetables to the residents of LCHA every month. The Summer Feed Program has concluded. Elizabeth provided 198 meals to Pine Echo I & II and 286 meals to Barret Park, totaling 484 meals served to LCHA youths this summer. This figure is significantly lower than last year's total of 1,900 meals. The decrease is partly due to the school district's restriction on door-to-door service and the relocation of several large families. Also, I provided you with a copy of the Federal Court of the Department of Agriculture, which we audit every year. For the past 12 years, we have had no finding.

Ms. Sardina asked, is this something new that the state is mandating now?

Elizabeth responded that they always have done the audit every year, but this year she printed out the results.

Chairman Norris asked about the term of the summer feed. If the adult tries to take food to another household, could they do that?

Elizabeth responded no because of the new changes in the summer feed program. The kids need to come to the site to eat. During the pandemic the state and school district allowed me to go door to door, but now that the pandemic is over, they have to attend either of our 3 developments.

Chairman Norris asked, the kids are not allowed to take the food home?

Elizabeth responded no we are not a grab-to-go site.

Ms. Sardina asked in previous years that was done. If the kids cannot get to those sites, they do not get fed.

Elizabeth responded no they do not get fed, however, the reason for the number being low is because the kids do not attend and there are some days I have no kids come. There is a certain time like Pine Echo II is from 11 to 12 pm and if the one comes after 15 minutes, I go door to door because is after hours. Same thing with Barrett Park the hours are 12 to 1 pm and after hours I go door to door.

Ms. Sardina asked the lunch come from Lee County School District so that the kids don't have to go to the school to pick it up because those are the grab-to-go sites. They came through picked up the food and go. They bring the food here out of courtesy to your residents?

Elizabeth responded yes, not only for our residents but for the community. Any sites that provide any summer feed programs could come from other communities.

Ms. Sardina asked, did you promote that way within the community where other people can come out to our site?

Elizabeth responded no there is a website where you could search for where they provide summer feed programs.

We are an authorized community partner for access to Florida and will assist residents with Supplemental Nutrition Assistant Program (SNAP) and Temporary Assistance for Needy Families (TANF) benefits through the Department of Children and- Family Services (DCF). We also assist residents with Medicaid and Medicare. BJ's of Cape Coral continues to donate bread and pastry every Tuesday and Wednesday for the 3 developments.

Cross Point Church will resume some activities Breakfast Bingo sessions and providing gift bags for seniors. Cross Point Church and LCHA hosted their Annual Back-2-School event at Barrett Park for all three developments. The youth of LCHA had the opportunity to choose their backpacks and select the necessary school supplies for the year. The event featured ample food, games, and music for residents to enjoy. This year, approximately 100 backpacks were distributed.

The U.S. Department of Housing and Urban Development (HUD) would like to have 50 active residents in the ROSS Program at all times, however, there are 51 participants currently in the program.

## **Executive Director Reports, Marcus D. Goodson**

I've got a couple of resolutions that need to be approved for the formation of the Coral Pine Senior site which is located at Ceitus Parkway Cape Coral. That's a parcel of land that our development partner has under contract, Smith and Henzy our developer partner and we submitted an application under the CDBG-DR funding for a new construction round. We are proposing, if funding, we proposing 80 units of senior housing built on the same platform as the Barrett Park proposal, a three-story midrise 80 units. The family site, if funded, would be 96 units on the same site. We are putting of our legal documents all drafted by Saxon Gilmore who handles our development deals and the first one is a resolution for the Formation of LCHA Coral Pines Senior, Inc. It is a not-for-profit in the State of Florida, if we can get approval for the formation that will be the first approval that we require and all of this is needed for future applications that will be submitted for the tax credit.

Chairman Norris asked is this just for all seniors.

Mr. Goodson responded no there is a family component but what we need right now is just for seniors.

Chairman Norris entertained a motion for the resolution 2024-01 for The Formation of LCHA Coral Pines Seniors, Inc. Commissioner Sardina made a motion to approve the resolution 2024-01, seconded by Vice Chairman Ortiz. The motion carries.

The next agenda item is to approve The Bylaws of LCHA Coral Pines Seniors, Inc., again these forms are drafted by Saxon Gilmore.

Chairman Norris entertained a motion for The Bylaws of LCHA Coral Pines Seniors, Inc. Vice Chairman made a motion to approve The Bylaw of LCHA Coral Pines Seniors, seconded by Commissioner Sardina. The motion carries.

Mr. Goodson stated that we've got a lot of documents signed when I get back to the office and get back over to Saxon and Gilmore which one is the name change for Pine Echo I and II, which we did as directed by the board. We got the residents involved and we had some good participation. We also have a number of name suggestions that were submitted by residents and staff but we need to do today if we can pick a name to get these documents submitted. Keep in mind, that we can always change the name. The names selected for Pine Echo I and II are Serenity Village and Paradise for Pine Echo I. We have another action that was reminded of that is not on the agenda.

Mr. Thompson mentioned that the agenda needs to be amended.

Chairman Norris entertained a motion to approve and revise the agenda to include the resolution 2024-6 for the 2025 Annual Plan and the 5-year action plan. Commissioner Sardina made a motion to approve and revise the agenda to include the resolution 2024-6 for the 2025 Annual Plan and 5-year action plan, seconded by Vice Chairman Ortiz. The motion carries.

Diana stated for the 5-year action plan we have to provide a progress report on how we met our goals from the previous plan. We also had a resident meeting which was conducted last week. We also include our expenditures plan of the expected proposed expenses for updates and repairs and then it gets submitted to HUD.

Chairman Norris asked is this something we do every year?

Diana responded we do it every 5 years.

Chairman Norris entertained a motion to approve the 5-year Action Plan 2024-2029  
Commissioner Sardina made a motion to approve the 5-year Action Plan 2024-2029, seconded  
by Vice Chairman Ortiz. The motion carries.

Chairman Norris entertained a motion to approve the resolution 2024-6 approving the FYE  
9/30/25 Budgets for Public Housing and Section 8 Program and resolution 2024-7 Approving  
The Fiscal Year 2025 Annul Plan and 5-year Action Plan. Commissioner Sardina made a motion  
to approve the resolutions 2024-6 and 2024-7, seconded by Vice Chairman Ortiz. The motion  
carries.

**Capital Improvements**

There were no reports

**Other Business/Board of Commissioners Comments**

There were no reports

**Attorney Report(s)**

There were no reports

**Public Input/Comments**

There was no one to be heard.

Next meeting will be September 20, 2024

**ADJOURNMENT:** Having no further business to discuss, Commissioner Ortiz made a motion  
to adjourn the meeting at 12:00 p.m., seconded by Commissioner Sardina. The motion carries.

---

**ATTEST**      Yaritza Damiani, Executive Assistant      Date