

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

A meeting of the Board of Commissioners of the Lee County Housing Authority (LCHA) was held on **December 2, 2024**, at **10:30 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: No minutes to be approved.

Chairman Norris wants to add one thing to the agenda in the future, which is to add the date of when the agenda was posted in the Ad.

Financial Reports – Vicki Collins, CPA

No reports

Department Head Reports- Diana Jones, PH/HCV Supervisor

Diana stated that she doesn't have regular quarterly reports until the January 16, 2025 board meeting which will come in the fourth quarter of the year. The only thing that we have is the new utility analysis for Public Housing and Section 8. We are contracted with Nelrod Company to do our utility studies for us and provide us with updated figures. So, based on the information that they provided, we are looking to adopt the allowances that they provided to us.

Executive Director Reports, Marcus D. Goodson

We have a few resolutions. The first one is resolution 2024-12 the 2025 Utility Allowance for the Housing Choice Voucher program.

Diana explained that we're choosing to adopt the figure that they provided to us and we are required to enter utility allowance anytime there's an increase or decrease of 10% or greater in any particular electric category. As you can see from the information provided, there was a significant decrease in electric charges with FPL and a little bit with LCEC. We had to decrease the electric charges but the water increased. Based on those requirements we did have to update and as mentioned we chose to adopt the figures that Nelrod sent to us along with their study.

Chairman Norris asked if the electric bill went down and the water bill went up.

Diana responded, correct.

Chairman Norris entertained a motion for the resolution 2024-12 the 2025 Utility Allowance for the Housing Choice Voucher. Commissioner Sardina made a motion to approve the 2025 Utility

Allowance for the Housing Choice Voucher, seconded by Vice-Chairman Ortiz. The motion carries.

Mr. Goodson, the next resolution 2024-13 is for the 2025 Utility Allowance for Public Housing.

Diana explained the same rules apply to Public Housing as they do to Section 8. The methodology used is different for Public Housing than it is for Section 8, but again we contract Nelrod Company to have them complete our study and update our analysis for us and we are recommending going with the new analysis they provided.

Chairman Norris entertained a motion for resolution 2024-13 the 2025 Utility Allowance for Public Housing for the Lee County Housing Authority. Commissioner Sardina made a motion to approve the 2025 Utility Allowance for Public Housing, seconded by Vice-Chairman Ortiz. The motion carries.

Mr. Goodson the next resolution 2024-14 approving authorizing Hermosa North Fort Myers II Finance Closing. This gives permission for me to sign documents on behalf of the Lee County Housing Authority for this project. Any documents from Florida Housing and any documents related to construction loans with the Multifamily Mortgage Revenue Bonds issued by Florida Housing and all other related documents. Approving this Resolution gives me the authority to sign on behalf of the Lee County Housing Authority for this project.

Chairman Norris entertained a motion for Resolution 2024-14 authorizing Hermosa North Fort Myers II Finance Closing. Vice-Chairman Ortiz made a motion to approve resolution 2024-14 authorizing Hermosa North Fort Myers II Finance Closing, seconded by Commissioner Sardina. The motion carries.

Mr. Goodson the next bullet point is the Certificate of Incumbency which authorizes the officer of each entity to sign documents on behalf of that entity.

Chairman Norris entertained a motion to approve the Certificate of Incumbency. Commissioner Sardina made a motion to approve the Certificate of Incumbency, seconded by Vice-Chairman Ortiz. The motion carries.

Mr. Goodson the next item that I want to talk about is the RAD conversion of Pine Echo I and II. Things are moving forward. We have a call every two weeks with the development team and with the finance team. We do have money coming from Lee County Government from their CDBG-DR funds that has been delayed because of the flood zone designations that Pine Echo I and II are located in. We certainly don't expect to lose \$7 million in funding but the problem is with CDBG-DR, rules for funding projects located in flood zone. On the last call that we had with the county, they were optimistic that we were going to be able to use the funds. Again, we expect to be able to use CDBG-DR funds on this project. I'll keep you posted on the RAD project for Pine Echo I and II.

Chairman Norris asked if the funding is some source of the federal government, but who sets up the policy, the federal government, or the state?

Mr. Goodson responded the federal government. CDBG-DR funds come from the federal government, and the rules and regulations also come directly from Washington.

Chairman Norris asked with the new administration coming in, will funds go from the federal to the state.

Mr. Goodson responded no because Lee County Government has already awarded a majority of the funds to different projects. I'm hopeful we will still receive \$7 million in CDBG-DR funds for our project.

Chairman Norris if we have to give back, do we still go with the process, would it take a long period of time?

Mr. Goodson responded no not a long period of time. We've just got a little bit more money that we have to add to the project that's going to be borrowed and will have to be paid back. But the money is there and the vendors are there. We have the funding but we can subtract \$7 million from that debt because of the CDBG-DR funds.

Mr. Goodson stated that because of the flood zoning issue at Pine Echo I and II, there are restrictions on where the CDBG-DR money can be used in these flood zones.

Commissioner Sardina mentioned that they don't want you to upgrade or repair something that flood will wash away.

Luis mentioned the vacant units that we have available, which HUD requested for families relocated from Punta Gorda Housing Authority property that got damaged by Hurricane Milton.

Chairman Norris asked what was the situation.

Luis responded that Hurricane Milton damaged Public Housing units in Punta Gorda and that HUD requested the Lee County Housing Authority to help the residents from Punta Gorda to be housed in our vacant units. We were holding the vacant units for the Rehab, but assisting these families was an emergency and we had 16 families to house.

Chairman Norris stated that the vacant units that we had were waiting for the Rehab project? We had to put the families into those vacant units for the time being. So that slows down the project that we are trying to do right now?

Luis responded no, that the total number of families we housed was five because the other families found somewhere else to be housed.

Deborah mentioned that we had to use our funding to make those units ready. So, the maintenance costs were up.

Chairman Norris asked, are we going to be reimbursed for the maintenance cost.

Deborah responded no, we inquired about that to HUD, and their response was when they fund us with the fees that we get every month, that's to cover maintenance and repairs to the units. The operating fees that they provide to us are for the units and Punta Gorda was not being refunded by FEMA, therefore there are no extra funds to cover those costs.

Chairman Norris asked that the family that moved out be placed somewhere else, are we paying for that?

Luis mentioned FEMA was paying for hotels and their moving expenses.

Chairman Norris asked about the rehab project that we have going on where we moved families out of those units.

Luis, no they move out on their own and we keep the units vacant.

Chairman Norris asked when will we start the rehab work on these units.

Luis mentioned according to the last meeting I attended with Mr. Goodson, they said they are planning to close the first quarter of 2025. Construction should start by late March or the beginning of April 2025.

Chairman Norris asked about the five units that are being occupied right now, will the residents from Punta Gorda Housing Authority be there when the rehab starts?

Luis mentioned no, they did sign the lease but it is a temporary lease. Punta Gorda Housing Authority is trying to get its units back in inventory as soon as possible.

Mr. Goodson mentioned that when he gets back to the office, he will provide more information regarding Punta Gorda residents and how it's going to impact our project.

Capital Improvements

There were no reports

Other Business/Board of Commissioners Comments

There were no reports

Attorney Report(s)

Attorney Thompson mentioned that Yaritza and I were able to review the documents for those in the meetings and everything is going smoothly. I would like to go ahead and publish the annual list.

Chairman Norris asked so we'll publish the meetings monthly.

Attorney Thompson responded by publishing a listing of the meeting with a sample agenda. You adjust the agenda on a monthly basis and publish that on your website. Know this requirement when you publish it one time a year for all 12 meetings for this coming year. We should update the agenda on a periodic basis. Most of your reports are pretty much coming up every month. So, you keep that as your standard and then you say we are having a special meeting, or a resolution that needs to be signed you add that to your website. Your reports are supposed to be on your website again eight days before and your board packet should be linked to your website if there are changes on the agenda, that should also be linked. If there are amendments to the agenda, you are supposed to amend the agenda.

Deborah asked so even though we are posting it for 12 months are we still doing the quarterly reports and posting them on the website quarterly?

Chairman Norris mentioned that we are not going to do meetings quarterly. I think we need to discuss whether we need to do it quarterly or do it every two months. Board members, should we meet quarterly or meet every two months?

Commissioner Sardina stated that her schedule is tight due to the legislative session.

Attorney Thompson mentioned that I think you should publish it for 12 months and then you can cancel the meeting if you cannot meet.

Chairman Norris asked as far as the reports are concerned, the monthly reports or the quarterly reports, would it be difficult to have those reports done every two months to put it on the website whether it be utilized or not. Would it be too much for the staff to do it every two months?

Mr. Goodson responded I don't think so, but I have to ask Vicki how that would impact her financial reports. I don't think there is an issue with us putting reports together every two months.

Chairman Norris mentioned that it will be every two months even if we do not utilize it. It will be accessible to the board members on the website before 8 days of the board meetings.

Attorney Thompson mentioned that on your website it is required to have board members contact information.

Chairman Norris asked the board members how they felt about having a separate email through Lee County Housing Authority.

Commissioner Sardina responded that she didn't have a problem.

Attorney Thompson mentioned that Yaritza could check on the board member's emails, and then it needs a response.

Vice-Chairman Ortiz asked if would it be for River North.

Attorney Thompson responded yes, you could have your River North link to yours.

Public Input/Comments

There was no one to be heard.

Next meeting will be January 16, 2025

ADJOURNMENT: Having no further business to discuss, Commissioner Ortiz made a motion to adjourn the meeting at 11:23 a.m., seconded by Commissioner Sardina. The motion carries.

ATTEST


Yaritza Damiani, Executive Assistant


Date

