

Housing Authority of the City of Fort Myers (HACFM)
4224 Renaissance Preserve Way
Fort Myers, FL 33916
Board Meeting
June 27, 2018

A meeting of the Housing Authority of the City of Fort Myers (HACFM) was held on June 27, 2018 at 4:00 p.m. in the boardroom of the Housing Authority of the City of Fort Myers, 4224 Renaissance Preserve Way, Fort Myers, FL 33916. Notice of this meeting was duly posted.

ATTENDANCE: Chairman Bruce Strayhorn
Vice Chairwoman Mattie Young
Commissioner Peter Routsis Arroyo
Commissioner Israel Suarez
Commissioner Douglas Hogg
Commissioner Joseph D'Alessandro
Marcus D. Goodson, Executive Director
Attorney Justin Stockman

ABSENT:

Chairman Strayhorn called the meeting to order at 4:06 p.m. followed by the opening invocation and the pledge of allegiance.

APPROVAL OF MINUTES: Chairman Strayhorn brought before the board the minutes from the May 11, 2018 board meeting. Having reviewed the minutes, Chairman Strayhorn inquired if there were any corrections, additions or deletions required. Commissioner Suarez made a motion to accept the minutes, ~~seconded by Commissioner Teal~~. The motion carries. (Teal was not present,) minutes corrected 7/26/18, seconded by Commissioner Suarez.

Sherri Campanale, Deputy Executive Director

Chairman Strayhorn stated we will move on to the executive director's reports as there is no discussion to the consent agenda. Commissioner Suarez made a motion to approve the consent agenda, seconded by Commissioner D'Alessandro. The motion carries.

Vicki Collins, CPA, Director of Finance & Human Resources

Included for your review are the Results of Operations, before depreciation, Statement of Assets and Liabilities as of April 30, 2018; and the Budget to Actual Statements for April 2018.

SUMMARY

COCC

For the first month of the fiscal year the COCC was over budget \$3,286. This is due to the timing difference between amounts in the annualized budget and collection of those items.

Public Housing Program

For the first month of the fiscal year the 4 developments owned and managed by the housing authority, plus the Palmetto Court AMP, had income that exceeded expenses by \$42,817; \$62,434 better than projected. Expenses in all areas were lower for the first month than projected.

Section 8 Program

YTD the HCV program has a NI of \$326,807; a positive variance of about \$320,207. The NI is broken down between HAP and Admin is as follows:

	Actual NI (Loss)	Budget NI (Loss)	(Over) Under
Admin	\$ 8,617	\$ (3,592)	\$ 12,209
HAP	47,478	1,458	46,020
Total	\$ 56,095	\$ (2,134)	\$ 58,229

Reserves held in our bank accounts at April 30, 2018 were:

HAP	\$ 505,351
Admin	\$ 531,082

Results of Operations and Budget to Actual Variances by developments and programs
Results of Operations

	<u>April 2018</u>
COCC	(4,841)
Renaissance Preserve Developers, LLC	0
Southward Village	19,820
Bonair Towers	(10,695)
Palmetto Court	(3,333)
Royal Palm Towers	(12,854)
Horizons	49,879
Tax Credit Developments	(3,474)
HCV Program	56,095
Other AMP	0
TOTAL	90,597

Actual to Budget Variances

		<u>Actual</u>	<u>Budget</u>	<u>(Over) / Under</u>
COCC	(over) under budget	(4,841)	(1,555)	(3,286)
Southward Village	(over) under budget	19,820	(1,733)	21,553
Bonair Towers	(over) under budget	(10,695)	(1,417)	(9,278)
Palmetto Court	(over) under budget	(3,333)	(8,958)	5,625
Royal Palm Towers	(over) under budget	(12,854)	(3,500)	(9,354)
Horizons	(over) under budget	49,879	(4,009)	53,888
Tax Credits	(over) under budget	(3,474)	30	(3,504)
HCV Program	(over) under budget	56,095	(2,133)	58,228
HACFM Total		90,597	(23,275)	113,872

Police/Crime Reports

Lt. Willie Tellis, Fort Myers Police Department (FMPD) stated for the month of June 2018 there were no reported robberies, there was a total of 5 reported burglaries, there were 2 reported vehicle burglaries, one was at Bonair Tower and the other was Horizons Apartments. There

were 3 residential burglaries, one was at Southward Village Apartments and the other was Horizons Apartments. There were no reported auto thefts during this reported period. The officers conducted 10 traffic stops, no citations were issued, there were a total of 19 trespass notices issued in public housing, there were a total of 5 arrests during this reporting period. There were 2 arrests made in Southward Village Apartments, one was a narcotic arrest and the other was a traffic warrant. Renaissance Preserve had 1 arrest for trespass and 2 were arrested at Horizons Apartments, they did not reside there. Chairman Strayhorn stated one of our worst developments was Southward Village Apartments two months ago, but Horizons Apartments has gotten much worse. We should have a lift arm there also as it is already one way in and one way out. We will have to figure out where the gate will be as Horizons Apartments is on Summerlin Road, which is very busy. Lt. Tellis stated this problem is largely due to the opioid problem. Mr. Goodson stated Horizons Apartments should be on the list for security updates. There are problematic units, the police are working diligently with management. Commissioner Routsis Arroyo stated we might want to reach out to the treatment centers to see if they can educate these residents. Ms. Campanale stated she can invite them to be a guest speaker at the resident's monthly meeting. Jeanne Dufresne, Procurement Officer stated the lift arms at Southward Village Apartments are not working yet, but the cameras are operational. At Renaissance Preserve there is a camera that identifies the tag, but not the driver.

Marcus D. Goodson, Executive Director

**Management of Renaissance Preserve Phases I, II, III, IV
(Resolutions 2018 4, 2018 5, 2018 6, 2018 7)**

Mr. Goodson stated it is time to transition from Norstar Accolade to Stephenson & Moore, Inc. for the management of Renaissance Preserve family and senior. We need board action to affirm this transition. The investors, Florida Housing Finance Corporation (FHFC) and everyone that needs to has approved this transition. Ms. Campanale stated she is very pleased with Stephenson & Moore, Inc. Commissioner Suarez made a motion to approve Stephenson & Moore, Inc. to manage all four phases of Renaissance Preserve, seconded by Commissioner Hogg. The motion carries.

Alex Moore from Stephenson & Moore, Inc. stated he is looking forward to working with the housing authority. Mr. Moore stated there are original cameras at the developments, he has the Fort Myers Police Department (FMPD) spread out to look after the developments after hours. He stated there have not been any major issues.

Amendment to By-Laws (Resolution 2018 8)

Attorney Justin Stockman stated last month we had a discussion to amend the by-laws due to Marcus D. Goodson, Executive Director leaving. Our long-standing members are stepping down and we have some new members. The experience on the board through the chair and vice-chair would be that they usually swap roles as long as they did not serve in their capacity for 2 consecutive terms according to the by-laws. We have amended the by-laws to extend the term for at least 2 more years. We will change the by-laws to reflect the maximum of four consecutive terms with good cause and a unanimous vote. We have also amended the address to reflect 4224 Renaissance Preserve, not 4224 Michigan Avenue. We have amended the by-laws so that the chairman has to sign all contracts, deeds, and other instruments in excess of \$100,000.00 that made by the authority. It was previously \$25,000.00. Commissioner D'Alessandro asked how often it happens that it goes above \$25,000.00. Ms. Collins stated regularly, maybe 6 times a month. Section 4 of the by-laws has been changed to reflect \$200.00 or more shall be counter signed by the chairman or vice chairman. It was \$100.00. The

secretary has the authority to sign checks up to \$199.00 if more it must be counter-signed by the Chair or Vice Chairman. Commissioner Suarez made a motion to approve the amendments to the by-laws, seconded by Commissioner Teal. The motion carries.

Marcus D. Goodson, Executive Director

- **Real Estate Development Report**

Mr. Goodson stated the application for the Assisted Living Facility (ALF) is moving forward, we are waiting on the final rules from Florida Housing Finance Corporation (FHFC). The rules explain how the applications have to be put together for the next cycle. We are looking to submit an application for Southward Village Apartments, and Phase II of East Pointe Place. When Mr. Goodson leaves officially next Friday we will lose the development experience and will have to hire a co-developer to submit the applications to Florida Housing Finance Corporation (FHFC), not for the ALF as we have partnered with Integral for this project. Our intent was to apply as sole developer and if funded we would reap the total of the developer fees as to opposed to sharing them 50/50. Michael Syme, attorney at Fox Rothschild LLP has not opined on this yet, he is still working to see if there is a way through Mr. Goodson so that he can provide the development experience. The worst-case scenario is that we will have to partner with a developer for Southward Village Apartments and Phase II of East Pointe Place. We may apply for Royal Palm Tower (RPT) as well.

Capital Improvements

There was no discussion.

Other Business

Jessie Dortch, Information Technology Coordinator showed us how the cameras work at the housing authority. We saw videos of Bonair Tower and Dr. Carrie Robinson Center.

Mr. Goodson stated that Sherri Campanale, Deputy Executive Director will take over as interim executive director once Mr. Goodson leaves on July 6, 2018. She has some vacation time already scheduled and wanted the board to be advised. A list of her vacation time is enclosed in the board books. Ms. Campanale stated that her vacation time for July is incorrect in the board books, she will be away July 25, 2018, not July 27, 2018. She will miss the July 2018 board meeting. Mr. Goodson would also like the board to look at Ms. Campanale's salary increase while she is interim executive Director, this will begin July 6, 2018 at 12:01 p.m. Commissioner Routsis Arroyo made a motion to approve the Deputy Director's vacation days, seconded by Commissioner Suarez. The motion carries.

Chairman Strayhorn asked that Mr. Goodson or attorney Justin Stockman check to see where we are with Sherri's and Mr. Goodson's salary adjustment so we can address this at the next meeting. Ms. Collins stated once someone's pay rate has increased this is their pay rate, if they get paid out for vacation time, it is at their current pay rate. The employees are not paid for sick leave except for Mr. Goodson as he has an employee contract.

Mr. Goodson stated he would like to purchase his Mac Book, IMac and iPad for \$1000.00. His computer does not inter-face with the executive assistant's Dell computer. The new executive director should get a new system that will inter-face with the executive assistant's computer. Attorney Justin Stockman stated if the board feels this is a reasonable price he sees no reason Mr. Goodson cannot purchase these items. Commissioner Suarez made a motion to approve this transaction, seconded by Commissioner Routsis Arroyo. The motion carries.

Chairman Strayhorn stated he saw enclosed in the board packet that Commissioner Teal has resigned. He would like to know what we have done to recognize his departure. Mr. Goodson stated we have a plaque for him. We hoped Commissioner Teal was going to make the board meeting tonight, but he could not make it. Commissioner D'Alessandro would like to invite Commissioner Teal to the next board meeting. Chairman Strayhorn stated that at the next city council meeting (July 16, 2018 at 4:30 p.m.) they would like to acknowledge Mr. Goodson's departure from the agency. Mr. Goodson stated he will try to have Commissioner Teal at the city council meeting.

Commissioner Routsis Arroyo stated Mr. Goodson has been with the agency for 16 years and would like Mr. Goodson's input with the resumes that we receive. Chairman Strayhorn stated our consultant has already spoken with Mr. Goodson about helping out. Mr. Goodson stated he is willing to help out as much that is requested by the board. He wants to ensure that the person that comes in is someone that can move us forward. He feels he should not be a part of the voting. He would like to give his top 10 picks and compare with everyone else's top 10. Chairman Strayhorn agrees with this decision. Chairman Strayhorn stated Abbie Weist, consultant would like to speak individually with each board member about the resumes she receives. The closing date for the applications is July 27, 2018. Vice Chairwoman Young asked what qualifies Abbie Weist to be the consultant for us. Chairman Strayhorn stated she is a former HUD employee and she brought us Mr. Goodson. Vice Chairwoman Young asked if there was information on the HUD website that we can look at before Abbie Weist meets with us so we will know what we are looking for. Chairman Strayhorn stated maybe the National Association of Housing and Redevelopment Officials (NAHRO) might have something on their website or Public Housing Authorities Directors Association (PHADA).

Public Input/Comments

Cinda Carothers resident of Royal Palm Tower and treasurer of the Resident Council (RPT) wanted to let everyone know that she waited for 5 years to get into Royal Palm Tower (RPT). She loves living there and is very appreciative.

Stuart DeWitt, resident of Royal Palm Tower (RPT), sergeant of arms of the Resident Council stated Mr. Goodson recently came to a Resident Council meeting at RPT. He stated that he understood that rents will be increasing. Ms. Campanale stated that rents are not being increased for seniors or the disabled even if it were to pass. Mr. DeWitt would like the housing authority to apply again for 9% tax-credit application money for RPT. Mr. Goodson stated he does not have an answer right now.

ADJOURNMENT: Having no further business to discuss, the meeting was adjourned at 4:10 p.m. to go into the Southwest Florida Affordable Housing Choice Foundation Inc. (SWFLAHCF) board meeting.

The board meeting for HACFM was re-opened at 4:20 p.m. and closed at 5:51 p.m.

ATTEST Cheryl L. LaBelle, Executive Assistant Date