

Minutes

August 22, 2017

Board Meeting

The Chair opened the Board Meeting at 3:00 p.m. on Tuesday, August 22, 2017 at 1800 Farm Worker Way in Immokalee, Florida 34142.

Commissioners Present:

Rebecca Vaccariello
David Genson
Randall Cash

Others Present:

Oscar Hentschel
Leticia V. Skipper
Mike Botelho

Kenneth K. Thompson
Angela Wheeler-Edison

APPROVAL OF AGENDA:

A motion was made by Commissioner Genson to approve the agenda. Seconded by Commissioner Cash. A vote was taken and passed unanimously.

APPROVAL OF THE MINUTES:

A motion to approve the minutes of the June 2017 meeting was made by Chair Vaccariello. Seconded by Commissioner Genson. A vote was taken and passed unanimously.

Election of Officers:

Legal Counsel stated the floor was open for nominations. Commissioner Genson made a motion to recommend that Chair Vaccariello continue for another term. Commissioner Genson agreed to remain Vice-Chair. Seconded by Commissioner Cash. A vote was taken and passed unanimously.

FINANCIAL REPORTS:

June and July 2017 financials for all companies were presented by the Executive Director. A motion to approve financials was made by Commissioner Genson. Seconded by Commissioner Cash. A vote was taken and passed unanimously.

LEGAL UPDATE:

Legal Counsel advised the Board that a future increase in rate will be forthcoming to the Board.

Executive Directors Report:

Budget Narrative:

In May the Executive Director prepared Best Estimates for each company based on real results from the last eight months and projection for the next four months.

Each budget includes a 1% cost of living, up to 5% review with a 3.85 % incentive pay.

Retirement is capped at 3% for year 2017-2018.

All programs will pay the cost of the expansion of the office.

Section 8:

HAP is based on latest funding from HUD.

Admin fee is 74% based on 98% lease up.

Fraud numbers are based on 50% recovery to the Agency.

Section A & B:

Revenue calculated at 90% occupancy.

6 units remain with USDA tenants.

A \$50.00 rate increase will start October 1st, 2017.

\$400,000.00 will be expense on HVAC for units in Section A & B.

USDA:

Revenue was calculated at 86 % occupancy.

Construction should be completed in February 2018.

No rent increase until after CNA mid- year report is completed.

Horizon Village:

Revenue is based on 8 month occupancy.

Will manage with one employee.

Housekeeping will be charged as needed.

Any deposits from Farmers received will be shown as advance rent.

COCC:

Will collect Management Fees, Laundry Income and Store Rent.

Store owner is required to show financials from December 2016 to present to determine rent amount for upcoming year.

Rehabilitation Project Update:

Bradley is working in C, D. and E Sections.

Section C:

- Bradley turned over 86 units in Section C.
- Working in 43 units.
- 6 with punch list items.
- 5 Units needing flooring.
- 30 units demolished.
- 40 units occupied to be rehabilitated
- 67 New units occupied

Section D:

- 43 turned over units.
- 0 units with punch list.
- 0 units under re-construction.
- 39 New units occupied.
- 7 units demolished.

Section E:

- 65 HVAC units installed.
- 0 handicap units under re-construction.
- 5 handicap Units turned over.
- 66 New occupied units.

Collier Village:

- 2 Handicap units under construction
- 1 handicap unit turned over

A & B HVAC Project:

This project is in the final permitting stage. Contractor is ready to start on project.

Old Business:

Erosion: Commissioner Genson stated engineers will stop at Old Castle to inspect the culverts.

Rental of Non-Revenue Unit at Horizon Village:

We will be looking for an Agency to assist our residents at the Dorm.

New Business:

Executive Director's Evaluation and Employment Contract:

Contract was approved with vehicle and other verbiage to be reviewed.

Discussion of Recognition of Past Board Member Floyd Crews:

A plaque and naming of the bridge in memory of Floyd Crews was approved by the Board.

Resolution for Section 8 2017-2018 Budget 17-08-01:

A motion was made by Commissioner Genson to approve Resolution 17-08-01. Seconded by Commissioner Cash. A vote was made and passed unanimously.

Resolution for A & B 2017-2018 Budget 17-08-02:

A motion was made by Commissioner Genson to approve Resolution 17-08-02. Seconded by Commissioner Cash. A vote was taken and passed unanimously.

Resolution for USDA 2017-2018 Budget 17-08-03:

A motion was made by Commissioner Genson to approve resolution 17-18-03. Seconded by Commissioner Cash. A vote was taken and passed unanimously.

Resolution for HV 2017-2018 Budget 17-08-04:

A motion was made by Commissioner Genson to approve Resolution 17-08-04. Seconded by Commissioner Cash. A vote was taken and passed unanimously.

Resolution for COCC 2017-2018 Budget 17-08-05:

A motion was made by Commissioner Genson to approve resolution 17-08-05. Seconded by Commissioner Cash. A vote was taken and passed unanimously

Submission of Audit and Financials Resolution 17-08-06:

A motion was made by Chair Vaccariello to approve Resolution 17-08-06. Seconded by Commissioner Genson. A vote was taken and passed unanimously.

Public Comment:

None.

Announcements:

None

ADJOURNMENT:

The meeting adjourned at 4:54 p.m.

Attest:



Oscar Hentschel
Secretary-Treasurer



Rebecca M. Vaccariello
Board Chair