

MINUTES

**Regular Board Meeting of the
Board of Commissioners of the Housing Authority of the City of Lakeland
Monday, January 27, 2025
430 Hartsell Avenue, Lakeland, Florida.**

LHA Board Members Present: Shelly Asbury, Chairman
David Samples, Commissioner
Annie Gibson, Commissioner
Charles Welch, Commissioner
Michael Konen, Commissioner
Stacy Campbell-Domineck, Commissioner

Secretary: Benjamin Stevenson
Legal Counsel: Ricardo Gilmore

The meeting was called to order at 6:00 p.m. by Chairman Asbury.
The Pledge of Allegiance and a Moment of Silence were observed.
A quorum was established.

SWEARING IN OF NEW COMMISSIONER

Mr. Gilmore swore in the newly appointed Commissioner Stacy Campbell-Domineck. Mr. Stevenson and the other commissioners welcomed Commissioner Campbell-Domineck to the Board.

APPROVAL OF THE AGENDA

- Motion to approve the agenda.
- Motion by Commissioner Gibson, seconded by Commissioner Konen,

Vote:

Shelly Asbury – Aye
David Samples – Aye

Annie Gibson – Aye
Michael Konen – Aye

Charles Welch – Aye
Stacey Domineck – Aye

APPROVAL OF THE MINUTES

- Motion to approve and accept the minutes of the meeting of Board of Commissioners held on November 18, 2024

Motion by Commissioner Samples, seconded by Commissioner Konen.

Vote:

Shelly Asbury – Aye
David Samples – Aye

Annie Gibson – Aye
Michael Konen – Aye

Charles Welch – Aye
Stacey Domineck – Present

PUBLIC FORUM

None.

OLD BUSINESS

None.

NEW BUSINESS

Employee of The Month

Mr. Stevenson stated that at the agency's Christmas luncheon in December all the 2024 Employees of the Month were recognized, including the November and December Employees of the Month. So, staff did not want to present those employees to the Board for a second time. The 2024 Employee of Year was also presented at the luncheon.

COMMITTEE REPORTS

Commissioner Sample reported that the Finance Committee met on Wednesday, January 22, 2025. The meeting was very informative. A thorough overview was given of the finance report along with updates on the various properties. Commissioner Samples Resolution No. 25-1555 was discussed and will be presented later in this meeting. Staff will also give more updates in their reports.

SECRETARY

Mr. Stevenson passed out copies of the easement agreement for the Villas of Lake Bonnet property. the agreement was written by Bernice Saxon of Saxon-Gilmore, LHA Legal Counsel. The City of Lakeland is constructing an athletic/nature trail that runs through the southside of the Villas of Lake Bonnett property. The trail will run from Harden Blvd through Bonnett Springs Park and west through the Villas of Lake Bonnet Property. Mr. Stevenson stated staff agreed with the proposal received from the City of Lakeland. The proposal will also allow for some improvements to property and the drainage system.

HOUSING AND OPERATION

Carlos Pizarro, Senior VP of Housing, stated that the end of the year property reports look good with less than 1% vacancy. They are in the last stage of the rent reporting to the credit bureaus. LHA agreed with HUD to select fifty (50) families to participate in and be monitored for the MTW Program. Twenty-five (25) of the tenants will pay on time and twenty-five that pays late. The tenants that pay on time will be reported to the credit bureau. The late payers will not be reported. The monitoring program will be for one year.

Mr. Stevenson stated he was informed today that the VASH Program will not be funded next year. The local Veterans Administration Office decided they no longer wanted to participate due to their staff being overwhelmed. Participation by the local VA is a requirement of the program.

FINANCE AND ADMINISTRATION

Mr. Pizarro gave an overview of the Financial Report and grants updates.

LEGAL REPORT

Mr. Gilmore informed the commissioners that Mr. Stevenson did not receive a performance evaluation last year. He advised the Board that it is coming up on the time for the evaluation. Mr. Gilmore requested permission to distribute the evaluation forms via email. He is also requesting that the evaluation forms be completed by the commissioners and submitted by March.

RESOLUTION

Resolution No. 25-1555 - The Board of Commissioners is requested to give authorization to the Executive Director to obtain the financing necessary to acquire the Limited Partners' interests in the Manor at West Bartow property.

Mr. Stevenson gave a brief overview of the Manor at West Bartow property. He stated that the Manor at West Bartow is a 100-unit tax credit property. The tax credits have expired. There is a partnership agreement with a general partner and a limited partner. The general partner is Lakeland Housing Polk Corporation (LHPC), which is a non-profit affiliate of LHA. The limited partnership are the investors which are required to give the right to first refusal to the General Partner before placing the property up for sale in the open market. Staff want to exercise this first right to purchase. Mr. Stevenson stated staff are close to finalizing an agreement with the Limited Partners. He is requesting authorization to finalize the negotiations and obtain the financing necessary to complete the deal.

- Motion by Commissioner Campbell-Domineck and seconded by Commissioner Gibson.

Shelly Asbury – Aye
David Samples – Aye

Annie Gibson – Aye
Michael Konen – Aye

Stacey Campbell-Domineck – Aye
Charles Welch – Aye

None.

Benjamin Stevenson, Secretary