

**Housing Authority of the City of Daytona Beach**

**December 19, 2024, Board Meeting 4:00 p.m.**

**I. Call to Order** - Meeting called to order at 4:00 PM by Vice Chair Sandy Murphy.

**II. Roll Call** - Commissioners Murphy, Kim Brown-Crawford, Irma Browne Jamison attended. Not present: Commissioner Sally Jass and Kelvin Daniels, who arrived late.

**III. Invocation** - Invocation by Brown-Crawford.

**IV. Recognition of Visitors** - None.

**V. Public Comments** - None.

**VI. Approval of Minutes** -

**1. Regular Board Meeting - November 15, 2024** - Commissioners

Present: Daniels, Murphy, Brown-Crawford, Jamison.

Commissioner absent: Jass. Motion by Brown-Crawford. 2<sup>nd</sup> by Jamison. Passed unanimously.

**VII. Changes to the Agenda** - Brown-Crawford asked to discuss the audit standings after Business Action Items. No vote was taken.

**VIII. Discussion** - CEO Charles Woodyard asked COO Vanessa Dunn to introduce new employee, Cathy Missick. Dunn said Missick is the Senior Property Manager, in charge of Public Housing. Dunn said the Agency also hired Ms. Sonya Snider, a Specialist in the HCV Department. She said that the Agency intends to start

interviewing candidates, in the New Year, for a Compliance Manager position for HCV/Public Housing. Woodyard mentioned that the Agency also had a vacant ROSS position, and an offer has been extended. Director of Resident Services and Community Engagement, Seletha Bradley, said the person starts on Dec. 30.

**IX. Consent Agenda - None.**

**X. Real Estate Development - None.**

**XI. Business Action Items -**

- 1. Resolution 2025-14 Authorizing Bond Application and RAD Application for the Resyndication of Pine Haven Apartments, Lakeside Village, and Villages at Halifax -**  
Director of Development and Business Management Kara Lennard explained that this is the next step in doing the process of RAD conversion of the LIHTC properties. She said the Resolution was prepared by the attorneys at Saxon Gilmore. ***At 4:08 p.m., Commissioner Daniels arrived at the meeting.*** Commissioner Brown-Crawford told Daniels that she changed the agenda to talk about the audit standings. Daniels told Brown-Crawford that he was going to talk about it at the beginning of the meeting. Brown-Crawford told Daniels that getting through the Resolutions is important. While they were conversing, Commissioner Murphy asked Lennard to clarify that previously there were three, separate corporations and

that this Resolution created one corporation encompassing all three properties (Lakeside Village, Pine Haven, Villages at Halifax). Lennard said yes. Commissioner Murphy acknowledged Chair Daniels. Daniels assumed Chair position. Motion to approve Resolution 2025-14 by Jamison. 2<sup>nd</sup> by Murphy. Approved unanimously.

**2. Resolution 2025-15 amending Section 1, "Name of the Authority," on page 1 of the Bylaws to adopt new language that reads: The name of the Authority shall be the "Housing Authority of the City of Daytona Beach." -**

Brown-Crawford asked what it reads now. Executive Assistant Samantha Griffin explained that it currently reads, "The Housing Authority of the City of Daytona Beach," rather than the "Housing Authority of the City of Daytona Beach." Motion by Jamison. 2<sup>nd</sup> by Brown-Crawford. Passed unanimously.

**3. Resolution 2025-16 Board authorization to revise the HCV Administrative Plan to make required regulatory changes to the Mainstream Voucher waiting list. -** Daniels asked about the timeline for revising the plan. Lennard said that 120 days ago, the PIH (Public and Indian Housing) notice was issued by HUD that the Agency was mandated to make changes to the Mainstream Voucher Program. She said that the Agency went through the process with a

significant amendment to the Annual Plan, which was approved by the (HUD) Field Office, and that this is simply adoption of the policy changes to the Admin Plan. Lennard said that it has to do with the waiting list policies of the Mainstream Voucher Program. She said that she gave the Commissioners attachments of the chapters that had changed and redlined the changes. Daniels asked if the Mainstream Vouchers were the vouchers that Terril Bates (former CEO) got the Agency. Lennard said that with the pandemic (Covid 19), the Agency was issued a certain number, not many, of Emergency Housing Vouchers. Lennard said that the Mainstream Voucher Program is for non-elderly persons with disabilities and that the Agency has a certain allocation of those. Lennard said that the changes that HUD dictated the Agency made to the waiting list simply recognized the fact that persons with disabilities are going to have a harder time finding housing, so it gives those people a longer length of time and limits the restrictions that the Agency might have had in place when it comes to waiting list preferences. The Agency, Lennard said, is no longer allowed to have a local preference for the people who are waiting for the Mainstream Voucher lists. Lennard said that previously the Agency had assigned points for a local preference and

had to remove that particular preference. Brown-Crawford asked how many vouchers are set aside for this. Someone, unidentified called out, '153.' Lennard echoed 153. Brown-Crawford said that's a good number. Motion by Brown-Crawford. 2<sup>nd</sup> by Murphy. Passed unanimously.

- 4. Resolution 2025-17 Authorization to enter into contract with GLE Associates for the completion of their current task order work assignments.** - Daniels asked if this was a continuation of money that wasn't spent from last year. Lennard said that the Agency entered into a contract with GLE Architects. She said that the Agency ran out of renewals on that contract. Lennard said that last year at about this time she had presented, to the Board, a contract for GLE to finish out their existing task orders. She said there are still outstanding task orders and work with them (GLE), so this is a continuation of that contract. Lennard said she is currently in the process of reading, reviewing, and scoring the RFQ (Request For Quotes) proposals that went out for A&E (Architectural and Engineering) services. Lennard said that the Agency will have a new spate of A&E services, but the Agency needed to finish things with GLE. Daniels asked if the money was allocated and just being carried into 2025. Woodyard said the Agency doesn't want to go

over threshold spending so that when the Agency gets close to doing that, staff comes back to the Board for approval. Motion by Daniels. 2<sup>nd</sup> by Murphy. Approved unanimously.

**XII. Audit Standings Discussion** - Daniels said that the Board got calls about a missed opportunity about something the Agency does every year. He said that he called Janice Rodriguez, with the local HUD Field Office, out of Jacksonville, and was told that the Agency is going to be considered a troubled agency for two years, the Agency is troubled now, because the Agency missed the Audit deadline. Daniels said that the Agency scored zero points out of 25 for missing its financial. He said that the Agency's Occupancy score is 65% and is low, in part, because the Agency doesn't have tenants in Caroline Village. Daniels said Management has a score of 44%, or a score of 11 out of 25. He said that Rodriguez told him that the Agency would have been substandard last year had it not been for some help with the audit. Daniels said he imagines that this will impact, take points away from, from the Agency's nice SEMAP (Section Eight Management Assessment Program). He said this could hurt the Agency with the Choice Neighborhood Grant. Daniels said that he also called the Auditor, Sergio Gonzalez, CPA, of Barton, Gonzalez & Myers, P.A., out of Largo, Florida, and Daniels said that Sergio's issue with the Agency right now is that there is

two million dollars unallocated in cash flow. Daniels said that somewhere it needs to be straightened. Daniels said that it's not that Sergio Gonzalez does not want to do the audit. He said that Gonzalez said he won't touch the audit because if he does it, then it means that the money is somewhere missing in another place. Daniels said that there's two million dollars in a shortfall, some kind of way, probably a line item that needs to be repaired. Daniels said that Gonzalez didn't want to do the audit saying that if the Agency is short, and that once it gets started, it may trigger something else. Daniels said that Gonzalez also said that the files Compliance Audit was completed in January of last year, almost a year ago, and that two months after that, in March 2024, the audit should have been done, and that an extension was requested to July. Daniels said he asked about the Audit at last month's meeting because he said he knew the Board should be receiving it. Then, he said, the Board hears from Mr. Woodyard that the Agency didn't get a second-requested extension. Daniels said HUD wasn't going to give a second extension. Daniels said that all of the things that Mr. Woodyard said to him on the phone are not exactly how Gonzalez and Rodriguez presented them. Daniels said that none of the things from Gonzalez and Rodriguez came up in the conversation with Woodyard. He asked Woodyard to explain. Woodyard said he doesn't know about a two million dollar, then noted that the CFO was

shaking her head yes. Daniels said that Gonzalez has done an audit every year for the Agency, and that the Agency has never missed one. He said that when Mr. Gregory Heard, former CFO, left the Agency, the Agency hired Fee Accountants and still did an audit for the whole time there wasn't a CFO. Daniels said that Dom Morgese, former CFO after Gregory Heard, managed to complete an audit also. Daniels said the Agency has never missed something as routine as completing an audit. He said he doesn't know why Gonzalez would say something is off since he has done the audit since Chair Daniels has served on the Board eight, 10 years. Murphy said she doesn't understand how Gonzalez can just not do the audit. Brown-Crawford said Gonzalez won't certify the audit if the numbers don't match. Murphy said what Gonzalez is certifying is what the numbers are. Daniels said Gonzalez is saying that he can't certify the audit. Murphy said Gonzalez is not willing to say what he's looked at. Daniels said Gonzalez didn't look at it at all because as you go down the line with these HUD audits, that there's something missing, and then they will end up saying we're short here or we're short there and Gonzalez just figured it will continuously happen. Daniels said that if the line's not matching up, then he Daniels doesn't see how anybody can kind of audit it without finding out where the money is. Daniels said that Gonzalez doesn't believe money is stolen or missing, but it means that it's maybe allocated in



different places, and the Agency needs to correct that. Murphy questioned how Gonzalez can know that, if he hasn't gone through the audit. Brown-Crawford said that she does taxes and that if she is doing somebody's taxes and she knows they have another W-2 or W-4, she can't finish the taxes until she gets everything. Brown-Crawford said that's how she's looking at what Gonzalez is saying. Brown-Crawford said she has been on the Board for maybe four years now, and the Agency has never gotten to this place of missing an audit. Brown-Crawford said that her whole issue with the audit is that she doesn't like to be caught off guard. She said if the Agency missed the audit and asked for an extension, then the Board should have immediately been notified. She said that after she got the phone call from Woodyard and Board Attorney Ric Gilmore about the situation, she started wondering what happened and why didn't the Board know about it. Brown-Crawford said she's not really sure why Gilmore was on the call because it's not really a legal matter. Brown-Crawford said she would rather have known about the situation up front. She said that we talk about communication and say we communicate well, but we aren't communicating something this big. Brown-Crawford said they've worked so hard to get the Agency where it is now, and we just got knocked back down. She said that we're caught off guard, and it's not good. Brown-Crawford said that she's not going to beat a dead horse, but that anything that's going on in

the Agency, where a deadline is missed or something that is supposed to happen didn't happen, then the Board needs to be notified. She said that the phone call the Board should have gotten was the one telling Commissioners that the Agency asked for an extension. Then, she said, when the Agency didn't get another extension, it would be like, why aren't they giving it to us, what happened? She said that Commissioners are all surprised by this. She said that when the Commissioners were asking about the audit, nobody said anything. So that kind of stuff, she said, makes her think that we're trying to sweep stuff under the rug thinking we're never going to get caught, and it's just going to work itself out, and it didn't work itself out. She said that's just not good. Daniels said we got caught. Jamison said that she needs some understanding. She said Sergio Gonzalez is the auditor, he had started on the audit, he discovered that two million dollars is not in the right place. Brown-Crawford and Daniels said that it's not balancing. She asked Daniels when the first time was that he heard that. Daniels said when he called Gonzalez. Brown-Crawford added, "to ask what was going on." Jamison said, so Sergio never told this office that... Daniels said yes, prior to Jamison finishing her sentence. Woodyard said that Gonzalez never told Woodyard that. Daniels said the Board can bring Gonzalez in to clarify this. Daniels said Gonzalez has presented the Audit to the Board

previously, and the Agency has never missed submitting an audit. Daniels said that Gonzalez told him he was looking at the audit because the firm completed the compliance part in January, so the audit firm was ready to go. These things, Daniels said, have dates on them, so it should have been two months after, and nine months was the physical one, so this should have been done. Woodyard said that he told that to the Commissioners. Daniels asked if Woodyard told the Board that the Agency needed an audit extension. Woodyard said yes, in the phone calls. Woodyard said the original question is Daniels hearing stuff that was different than what Woodyard said. Woodyard said he's trying to respond and say that he said to the commissioners that the Agency had its compliance audit and right after that, we didn't have a CFO at the time, we did have an accountant, but that accountant wasn't ready, hadn't been there long enough to put together financial statements. So, Woodyard said, if Gonzalez is saying he should have had financial statements in March, the Agency didn't hire a CFO until April. Daniels said he has been through this before, and the Agency hired a Fee Accountant when former CFO Gregory Heard left the Agency, and the audit was still done and everything was still in order. Woodyard said that Fee Accountant had been with the Agency for a while and was working with the Finance Department, and that this Fee Accountant had just gotten here. This is a failure, Daniels

said, an epic failure. Daniels said that we have all these vested interests, partners, with the Choice Neighborhood Grant. Daniels said that he was told by Rodriguez, with HUD, that the Agency can only get certain things when it's in troubled status. Daniels said that it is highly unlikely that the Agency will get the Choice Neighborhood Grant, with all of these partners. Brown-Crawford said that is embarrassing. Woodyard asked Daniels if Daniels meant that the Agency cannot get the Choice Neighborhood Grant. Daniels said yes. Woodyard said that Rodriguez did not say that the Agency could not get the Choice Neighborhood Grant. Daniels said that he was told it is hard to get monies during this time of troubled status. Daniels said that no troubled agencies that he's heard of, and we may be the first, got anything when they were troubled by surveyorship, when HUD starts coming in. Daniels said when he first started serving on the Board, Ellis, with HUD, used to sit in on the meetings, that's what we had before, and HUD used to be at our meetings, so we're going to see where we wind up. Woodyard said that he wants to be clear with the Board that he did not try in any way to mislead the Board. He said that Counsel (Ric Gilmore) was on the calls to the Commissioners with him, and that is not what Rodriguez said to us. Brown-Crawford said the HUD Field Office should be able to do a Zoom call with the Board and let Rodriguez tell everybody the same thing. Woodyard said he asked

Rodriguez to do that. Brown-Crawford said she thinks Rodriguez and Gonzalez meet with the Board so that everybody's hearing the same thing rather than everybody having one-off conversations. Brown-Crawford said that HUD doesn't like to give money anyway, but that logically, to her, she doesn't know why HUD would trust the Agency with Choice Neighborhood Grant money if the Agency is troubled and it's because of financial. She said that it's not on the vacancy side, that it's not on any of that. Brown-Crawford said that she is in finance, and she wouldn't trust a troubled-status Agency with a large grant. She said that she doesn't know what HUD might do, and we've got to go all of the way up to the D.C. They don't want to, anyway, Brown-Crawford, said, adding, that to her, it's embarrassing, because we've been pushing the Choice Neighborhood Grant, we have partners. Brown-Crawford said that she is still trying to push to get support from Habitat for Humanity and that they might question why they would partner with an Agency in troubled status. Woodyard asked Chair Daniels if the Board could hear from the CFO. Daniels said not yet. Brown-Crawford said that with the Choice Neighborhood Grant, the Agency is getting the community to invest money, getting the community, including Bethune-Cookman University, involved. She said that the City of Daytona Beach is excited, people are asking her about the Choice Neighborhood Grant and that if the Agency had all of its ducks in a row and just wasn't

selected, then that's one thing. But, she said, it's another matter if the Agency doesn't get the Choice Neighborhood Grant because of troubled status. Brown-Crawford said that it's time to hire extra energy, bring in additional talent, to help complete the audit. She reiterated that she doesn't like being caught off guard not knowing that the Board missed the audit deadline, did not get an audit extension, and is now in troubled status. Daniels said that he has requested a PHAS (Public Housing Assessment System) letter detailing everything and that he will share it with the Board. Daniels noted that the troubled status is for two years, even if the Agency fixes the problems, including submitting the late audit. Brown-Crawford said she'd like to have the Audit Status as an agenda item after they get the letter from HUD.

**Agenda.** Brown-Crawford asked that the Board get the Agenda prior to it being made public so that Commissioners can add items.

**Agency Status.** Daniels said that Commissioner Brown-Crawford made a good point, that Woodyard should have told the Board, straight up, that the Agency was outside of the Audit timeframe. He said that if he had known the Agency had requested an audit extension, he would have made sure to follow up with Woodyard. Daniels said that where the Agency stands right now is unaudited going into the New Year. Brown-Crawford asked if it's something that we're going to try to rectify before the year's out. Lau

said that she already submitted the adjustment journal entry today to Gonzalez, asking him if he had any other questions. She said that she and the former CFO, Morgese, have been meeting with Gonzalez for the last two weeks to try to get what Gonzalez wanted done. Lau said that Gonzalez will just say that it's not the way he wants it, but he won't tell us what he wants us to do. Lau said that she recommended a journal entry, and Gonzalez said no. Daniels said he doesn't know how this situation with the Auditor became so uncooperative. Daniels said that the former CFO, Morgese, never had an issue, and the CFO before Morgese, Gregory Heard, didn't. Daniels said he doesn't know when Gonzalez became so obstinate. Brown-Crawford asked if we have looked at the last audits to see how the entries were made. Lau said that she looked at the last-approved audit, '22, and it didn't match the general ledger, so that's the sticking point because he says it does, but it doesn't. So, she said, that's the \$1.9 million that's outstanding, and it's because bank balances weren't attached to the general ledger, so it's not going into the bank statements. Brown-Crawford said she thought she had heard a few minutes ago that we didn't know anything about the two million. Woodyard said he didn't know. Brown-Crawford said that's not good communication. Daniels asked Lau if she wouldn't tell Woodyard that there was a shortfall of two million dollars. Lau said it's not a shortfall, that it's

because the things weren't posting correctly in prior years. Brown-Crawford said she knows, but that's a lot of money for Mr. Woodyard not to know about. Daniels said that when Woodyard called the Commissioners, Woodyard said that wasn't it, that Gonzalez refused to do the audit. Woodyard said Gonzalez did refuse. Lau said everything was submitted to Gonzalez in August, and Gonzalez said that that's not enough time, that it's going to take him two months. Lau said that Gonzalez's subordinate, who was running the audit prior to that, told us they would take three weeks to complete the audit. So, she said, I submitted it to them in August, and Gonzalez told me that wasn't enough time. Woodyard said he got on a conference call with Gonzalez and asked if Gonzalez could provide a partial audit to meet the deadline, send it in, HUD is going to reject it and send it back, can you do that, and Woodyard said that Gonzalez said no. Woodyard said he explained to Gonzalez that if Gonzalez doesn't do that, the Agency is going to go into troubled status, and Woodyard said that Gonzalez told him that it's not the end of the world. Woodyard said Gonzalez just refused to do it. Brown-Crawford asked whether Gonzalez mentioned the \$1.9 million to Woodyard. Woodyard said he's never heard of it. Brown-Crawford said the communication is definitely not good. Brown-Crawford said that regardless of where the \$1.9 million is, whether it's sitting in this General Ledger or that General Ledger, it's a



big number, and it's a big difference if you can't balance your books. Brown-Crawford said that it's not like it's five dollars. She said she understands that it's a general ledger entry error, but that's a lot of money. Brown-Crawford said that she can understand Gonzalez's point, because it's not a little bit of money. Regardless of where it is, she said, Gonzalez can't certify something if he can't justify where it is and where it needs to be. She said that if she were him, she wouldn't either. Brown-Crawford said we can say that it's not missing and we know it's not, but you've got to figure out why it's not balancing. Brown-Crawford said if it balanced last year, then we should probably start from the beginning and work our way back. Lau said that Gonzalez told her, straight out, that last year they just adjusted the sheet to make it match. Daniels said that's what Rodriguez told him, too, that that's why the Agency is going into the two-year troubled status because last year HUD helped us out with the audit because of the FEMA and the hotel thing. Daniels said that Rodriguez said that she helped adjust the Agency last year. So yes, he said, we weren't right last year, so that was the other thing. Daniels said there's an issue somewhere.

**CEO hours.** Daniels asked Woodyard what hours he works. Woodyard said he works over 40 hours a week. Daniels asked what hours he comes into the office. Woodyard said generally 9 o'clock and

leave around six. Daniels asked if he comes into the office every day. Woodyard said that he works from home on Wednesdays. Daniels said how about, since we're in trouble, we get you to come in every day, Monday through Friday. Daniels said he's going to write this up as how this goes, with Woodyard's contract. Brown-Crawford said the thing is, we need all hands on deck. Daniels said that Gonzalez made a comment that other people might be able to help us out, that they could do it, and look for it, if we can't find it, that somebody else might be able to find what we have missing. But, Daniels said, we need to get our audit completed. Daniels said we're definitely in trouble with the Choice Neighborhood Grant. Brown-Crawford asked if an accountant can be brought in to help find it. She said that if it's going on for two years, we're just digging ourselves deeper and deeper in the hole. She said that she understands why they probably adjusted it, because we had all the hotel stuff, there was the storm, and thank goodness they did it then. Brown-Crawford said that someone else may be able to come in and find the entry. Bringing in someone to help should be first priority, Brown-Crawford said. Daniels said that the Board sets policy. He asked that the Board instruct the CEO to bring in somebody else to assist with the audit. Daniels said that we don't need to let this linger any longer.

**CEO work hours**. Woodyard asked to respond about his work hours and told commissioners that he wanted them to understand that part of what he did with his work hours was to become more productive. He said that he does not take off on Wednesdays and that he is here on Fridays when most of the employees are not here. He said that on Wednesdays he is much more productive because people are not coming in and out of his office. He said that he has meetings, even live meetings, and he attends those on Wednesdays. He said that is why he did the Wednesdays working from home and that he does not work less than 40 a week. Daniels told Woodyard ok, but that until somebody has taken over, he wants Woodyard to come in daily, Monday through Friday. Murphy asked Daniels why he thinks that's effective. Daniels said we have never failed, and we have a failing rate. Daniels said once you get these things and you have a conversation, maybe you can call Ms. Rodriguez, then you'll understand where we have a lot of other things that she was saying about management, about occupancy, about the PHAS scores and stuff. He said it's not just one, that it's several things. Brown-Crawford said that she's not sure that the staff is communicating, if you didn't know this. Woodyard said no, I knew that. He asked to respond to that. He said that Rodriguez is talking about FY '23 numbers. Daniels asked if Woodyard was here in '23. Woodyard said yes. Woodyard said the audit was from a year and a half ago, that

there's a lag there. He said we've pulled up on our occupancy numbers, that we're going to pull up the occupancy numbers on Caroline Village, but our score that we were getting, the things that she is talking about, we're do that today, the difference for FY '23, which is '22, '23, and it does, you're right, it has to do with two things: Not moving ahead with the RAD at Caroline and Palmetto and others, so there were a lot of vacancies held, but we decided not to do that, we took the CHAP off so then we had to start filling those up. Then we got rid of property managers, during that time, who were not doing their jobs, and we started filling up and getting new property managers for that. So what we're talking about, he said, is something that happened a year and a half ago, and we've made progress. Woodyard said that he, too, had a conversation with Ms. Rodriguez when we got the letter from HUD about the troubled status. He said that he asked her to give a presentation, to talk to the Board. Woodyard said that she told him that HUD will check with the Field Office, when you apply for Choice, to see if we're in cooperation with our status. Woodyard said it's not just him who heard that. Woodyard said that he invited the Chair to talk to Gonzalez, so he didn't think that Gonzalez was going to say something other than what Woodyard had said. Daniels said that Woodyard didn't know about the two million, so something had to be differently said. Brown-Crawford said that the Board

can't talk to staff, but that maybe because he's not in office on Wednesdays, staff forgets to inform him about things. She said we need all hands on deck to fix this as soon as possible. If that means you have to be here on Wednesday and overseeing them, that's fine, we just need to fix it, then we can go back, Brown-Crawford said. Jamison said that the bottom line is that the Board is going to the letter from Rodriguez, then attempt to have a meeting that may include Rodriguez and Gonzalez, so that the Board can hear the same thing at the same time, and that the Board is going to attempt to get the audit done by the first meeting in January, and after that, we can begin to determine what we need to do. Daniels said we've got a plan. Woodyard said that what the Chair stated to him implied that Woodyard wasn't honest with the Board. He said that this idea that there were other issues about occupancy and everything, that we've been clear about that all along, but that wasn't the thing that put us into the troubled status. Woodyard said he wants it to be clear that he wasn't deceptive with this Board, and that he overshadows. Brown-Crawford asked Woodyard whether he thought it was big to know that we missed an audit. Woodyard said he agrees with that part right there, that he's not arguing that. Brown-Crawford said she didn't think they'd even be having the conversation if the Board had already known that the audit had been missed. She said that the Agency is working so hard to

become a number one agency. It's all in our mission statement, Brown-Crawford said. She said that it's like we take two steps forward and we get shot in the face and we don't even know why people are shooting at us. Woodyard said that he hoped in Ms. Rodriguez's conversation with the Chair that Ms. Rodriguez admitted the thing that she didn't do. Woodyard said that Rodriguez informed us that the status was months away and that Rodriguez would find out the specifics and let us know. She never did, Woodyard said. Daniels said that Rodriguez is a lawyer, like him, and she spoke laying down the things that had been going on. Brown-Crawford said that when people tell her that they're going to get back to her about something important, that she doesn't wait for them, she gets back to them. Brown-Crawford said that the Board didn't even know that an extension had been requested. Daniels agreed. Woodyard said that even if the extension had been granted and Gonzalez had complied, that when Gonzalez presented the audit, the Board would have known because, at that point, it was already late. Even that wouldn't have been good, Brown-Crawford said, because then I would have been asking why it was late. Daniels said that he asked about the audit knowing that it should have already been something.

**Agendas**. Daniels made a motion for the Board to get the Agenda five (5) business days before it becomes a public record. 2<sup>nd</sup> by Murphy. Unanimously passed.

**Financial Assistant.** Daniels made a motion directing the CEO to get a Financial Assistant to help with the Audit immediately, without further delay, to get it done by next year, as in January 2025. 2<sup>nd</sup> by Jamison. Attorney Ric Gilmore asked for clarification about complying with the Agency's procurement rules and for a definitive timeframe translation of the word, "immediately." Daniels made a motion to direct the CEO to procure a financial analyst/consultant to assist with the audit. Woodyard said that he believed that the intent and spirit of the Board's motion is to direct him to, as soon as possible, right after the holidays, in early January, to immediately start the process to procure a financial consultant. He said that starting the process will include determining whether it's under \$100,000 or not and, if it is more than \$100,000, then we will have to go through a bid and comply with HUD procurement laws about how long the responses have to be for the bid. If it's less than that, he said, we're going to do an informal process and have a little more flexibility, and he thinks it will be incumbent upon him to keep the Board informed as to how quickly this is going and to test the waters and see if that's ok with the Board. Daniels asked if the Agency still had a fee accountant. Woodyard said he doesn't know if that's still with Casterline. Lau said no. Woodyard echoed Lau's response. Jamison said that you're talking about hiring a professional person but that Commissioner

Crawford mentioned checking with someone in another Agency and see if they can help. Brown-Crawford said that's what she was saying, that the Agency can check with other Authorities, see if they can help us. Jamison said that has happened here often. Daniels said that's true. Brown-Crawford said that's what she was thinking, that there's no need to put out bids. Jamison suggested asking another Housing Authority to come for a few weeks to come help so that Agency isn't having to hiring somebody. Daniels suggested contacting the Jacksonville or Cocoa Housing Authorities. Brown-Crawford said the Agency can pay whomever if they have to come after work or whatever it may be, if the Finance Department has to adjust their hours a little bit, if this person says, 'I can't come until 3 o'clock every day,' then they adjust their hours. Brown-Crawford said she thinks that the Agency should be able to...Brown-Crawford said we have other Agencies that have passed their audits, they're past this, they're getting ready to work on 2025. There should be somebody that's close to us, within a 100-mile radius, that we should be able to pick up the phone, whether it's Ms. Vivian (Bryant), Orlando (Housing Authority), someone just say, 'Can you just lend us a hand and help us find this, we know it's here somewhere, just maybe a second set of eyes.' Daniels suggested Gonzalez. That's what I'm proposing, Brown-Crawford said. Attorney Gilmore asked Jamison to withdraw her second, for



discussion purposes. Daniels said that if it's going to take that long to procure somebody, then we should instruct Woodyard to go out there and get some help from one of the local agencies. Jamison withdrew her 2nd. Daniels withdrew his motion. Daniels made a motion to direct the CEO to check with sister agencies and see if he can get audit help and that we're willing to pay if they need financial considerations. Attorney Gilmore asked to make a suggestion and said that the motion is not "either/or." Woodyard agreed. Gilmore said that if the amount that may be required is below a certain threshold, then it could still be a Financial Consultant and not have an extended procurement, or it could be a sister Agent, but I think you want to put both of those in so we don't forestall any options as to what could occur to make this happen. Gilmore said if it's over \$100,000, then we have to do a full procurement. If not, he said, then we don't have to do a full procurement, so my suggestion is to put both options in as long as the dollar amount doesn't exceed \$100,000. Daniels made a motion to get a Financial Consultant and/or help from a sister Agency as long as the amount doesn't go over \$100,000. 2<sup>nd</sup> by Jamison. Unanimously passed.

**Work Hours**. Daniels asked Attorney Gilmore about having to make a motion to change Woodyard's work hours back to what they were originally. He said that the Board never made a motion to change

the hours from what they were, that Woodyard changed them himself. Brown-Crawford said it's not the work hours, it's where he works from. Daniels said there was never a motion made to change from Woodyard working in office on Wednesdays to working from home on Wednesdays. Gilmore said ok. Daniels told Woodyard to just come back to the office on Wednesdays. No motion made.

**XIII. Old Business Items -**

**XIV. Monthly Performance -**

**1. Customer Satisfaction**

**a. Resident Services Report -**

**FSS Public Housing / Housing Choice Voucher -**

Resident Services Director, Seletha Bradley, presented the department report and asked to make a correction for Family Self Sufficiency. She said that the grant, for 2025, was submitted and should be pending rather than approved. She reported that all of the monies for this year have been spent and that \$27,000 that was not spent for 2023-24 was recaptured. Daniels said that he hopes we get it, that the Agency is in troubled status now. Brown-Crawford asked whether we're going to be proactive and call them. Bradley said yes, that we're in touch. Bradley said she'd like to give a Resident Services recap for April to December, to shed some

bright light on this day. She said FSS goals in April were to increase enrollment to 100 people; for FSS Coordinator, Public Housing, to receive her certification in April of 2020. Bradley said that FSS total enrollment for HCV and Public Housing was 59 participants, 28 in Public Housing, 31 in HCV. She said that she can say today that we have reached 100. Bradley said the Public Housing total was 50, increased by 22, with HCV increasing by 19. Bradley said there were six graduates from HCV and two from Public Housing. She said that the FSS Annual Report, fiscal year of '23, was completed and submitted in April, and that the FSS 2025 HUD Grant was submitted and is pending close out of our grant for this year. She said that both HCV and Public Housing FSS Coordinators completed their HUD mandatory training and that the FSS Coordinator (Public Housing) received her certification and our HCV (FSS Coordinator) completed her training and will doing her certification the first week in January.

**Resident Opportunity for Self Sufficiency (ROSS) -**

Bradley said ROSS was inactive when she came aboard and that it is now active. She said a new employee for that area has just been hired and will start on

Dec. 30. Bradley said that, for the ROSS Program, HUD doesn't call them participants or clients but rather units. She said that we serve per property, house, apartment, and that's how they see it for the ROSS Program, so it's called units, and so we have served 56 units in Public Housing. She said the Annual Report has been completed and submitted for the ROSS Program.

**Older Adults Home Modification Program (OAHMP) -**

When I came aboard, she said, it was at 16. We are at 54, she said. A new report that she was given today shows five more added to that, she said, and eight people are waiting for services for the Older Adults Home Modification Program. She said that all quarterly reports, for the program, were submitted on time.

**Choice Neighborhood Grant/Community Engagement -**

Bradley announced that the Early Action Activity Proposal was accepted by HUD and that HUD is pleased. Bradley said that when the Agency had its meeting with the Agency's consultant company, EJP, everybody applauded and called it impressive. Bradley said that they said that no grant has ever been submitted that HUD didn't have questions for,

and so they are pleased. She said that on the HUD call for Choice Neighborhood, they are using our Agency as an example for the Choice Neighborhood Planning Grant. Brown-Crawford said, 'Because they don't know about our audit, right?' Bradley said we're still doing good, and hopefully they won't. Brown-Crawford told her that's what they need to cover up, so they don't know. Bradley said that she does know that it affects our grant, and they do not like to award grant monies when we are a troubled agency. Brown-Crawford said she knows, that's just common sense. Bradley said that her fingers are crossed in all areas, that all we can do is continue to work hard and push forward. Brown-Crawford and Daniels said yes. Bradley said we're all proud about the Early Action Activity and cannot wait to see it happen. She said the ribbon cutting, hopefully, will be in July, so she's trusting and believing that all things will work out.

**Neighborhood Network Centers** - Bradley said that she just ordered seven new laptops for Palmetto Park and Northwood Village for the centers. They needed three more additional computers, she said, so we found money in ROSS that we can use for the residents, so

we ordered more computers for those two areas. Bradley said laptop locks were ordered so people cannot walk away with them. Brown-Crawford asked about where Girls On The Run and activities outside for our residents, their kids, fit under Bradley's work title as Director of Resident Services & Community Engagement. Bradley said those are things that we're working on to get involved. Brown-Crawford said other agencies have those and some are very, very active. She asked Bradley to get with her after the holidays concerning a Coca-Cola Florida partner, Troy Taylor, who is willing to help us get computers. Brown-Crawford said that the Housing Authority can partner with them, under the MLK umbrella, for back to school, and that they just want to give computers away. She said they haven't done that in Volusia County, so she's their connection to try to get that done. She asked Bradley to make sure we work on that after the New Year. Brown-Crawford said she wants our kids to be more visible other than the pictures that we've seen on Facebook. She said I want them to be a little more visible playing football or cheerleading. Daniels thanked Bradley for the

phenomenal job with the Trunk or Treat community event. Daniels said he instructed the CEO, in our meetings, to have Agency sponsored activities - including Girls On The Run, basketball, flag, not tackling, football - also have a one-hour educational component. Daniels said he made that recommendation for two years now and it hasn't been done, so he's saying in publicly that we want to try to get our kids out of the videos with the weapons and into more educational activities. He thanked Bradley for working to open the computer rooms. Brown-Crawford said that outside programs, including Girl Scouts, Boy Scouts, could be another Agency position overseen by Bradley.

## **2. Housing Solutions**

### **a. Public Housing Report -**

- i. North Region / South Region -** Chief Operating Officer Vanessa Dunn highlighted the Annual Plan, not in the report, saying that HUD has changed it so that it's an electronic submission. She said that she wants to put the Chairman on notice that he needs to make sure that his M-number is active so that when it's time for the Chair's electronic signature, it

will go through without a glitch. She said the goal is April 11, and she doesn't want that sprung on him. As far as Caroline Village goes, Dunn said, that community is completely empty. She said we're going to start the mold-remediation and that we have 19 families that have been assessed as eligible, ready to move in. Dunn said that she spoke with the Occupancy Specialist this morning and that she is up to seven families being determined eligible for three bedrooms and another six families eligible for two-bedroom units, so we have another 13 in the pipeline, in addition to that 19. She said that the goal is to have that property fully leased by the end of March; however, she said, that is contingent upon the mold-remediation and whether the air-quality tests come back clean and what we have to do to get it to that point. She said that we're hopeful that we won't run into a lot of mold issues in that process. Brown-Crawford said that she didn't know the property was fully vacant now. Woodyard said that had been reported. Brown-Crawford said she might have



missed it, that she's not saying that it wasn't reported. Dunn said that last night we had a community engagement meeting at Northwood to formally introduce the new Senior Property Manager, Ms. Cathy Missick. She said it was an outstanding meeting, well-attended, and that she believes we are turning over a new leaf. Dunn said that she reiterated that we are there to serve them, as the community, to ensure that they have decent, safe, sanitary housing, that they will be treated with dignity and respect. She said the front door is now unlocked during business hours. At Palmetto Park, she has asked that visitors not be greeted by a security officer. Dunn told the Chair that if he visits the property and that has not stopped, to please communicate that to Mr. Woodyard so that she can speak with the Property Manager to ensure that it does. Daniels asked whether the doors are unlocked. Woodyard said they've been unlocked. Dunn said they've been unlocked.

**Resident Council** - Dunn said we are in the process of rebuilding the Resident Council. She said that as part of the process for the Annual

Plan, we have to have a Resident Advisory Board. She said we got our first volunteer last night and that she's working with the League of Women Voters to begin that process. She said we have to sign off on our MOU (Memorandum Of Understanding) and that once we do, that will begin in January. Brown-Crawford asked her why she's working with the League of Women Voters for our Resident Council. Dunn said they set up the ballots and make sure the voting process is...Brown-Crawford said ok. Woodyard said HUD strongly encourages the Housing Authority to have an independent person to come in and do the elections. And this Agency, Dunn said, worked with them in the past. Brown-Crawford said ok. And so, Dunn said, just continuing that partnership. Woodyard said that he can't say this for sure, but all of the housing authorities that he has run, the League of Women Voters did the elections. Brown-Crawford said that is good to have, that when she first started here, we did have the Resident Council, and they attended the meetings and gave their feedback and the whole nine yards. Dunn said

absolutely, that she's used to them having non-profit status, the whole nine yards. Brown-Crawford said that's how you're going to get your kids to participate in these programs by getting those people to let people know what's going on. They're like the president of the HOA, she said. That's a great way to describe it, yes ma'am, Dunn said. Jamison said one of her concerns is that she knows we have a Resident Commissioner (Sally Jass), but that she doesn't think we have a very stable method of all the units sharing information with us. Dunn said correct, and that's where the Resident Council comes in. Jamison said she also wonders why we have some people there, but we never get to interact with them. She said she wants to see more of that because she hears a lot of complaints, but she never hears them come directly. She said she wants to hear more about the residents and what they think. Daniels said he thinks Covid happened and we ended up losing the council. Daniels said that we're supposed to have them and thanked Dunn for bringing them back. Brown-Crawford said

that without the Council we're only getting one side. She said that she would like Dunn to invite the Council to the Board meetings so that when residents come to her, she can direct them to speak with their president. Woodyard said that for two years we lost a fully functioning Resident Services Department. Dunn said we are implementing an ambitious training program for the Public Housing staff to position the Agency to, in the future, be able to manage our own internal RAD properties. She said that she has spoken with Mr. Woodyard about this at great length. She said that, as Mr. Woodyard always tells me, you have to convince the investors and so, with that, we have to have those marketplace credentials to do so. Woodyard said that's a component of what you and I have talked about in my office and asked Dunn to bring up what he's asked the two businesses to do. Dunn said Woodyard has asked for a business plan for the HCV staff as well as the Public Housing side to be developed and presented, and that's one of the components as far as the future is concerned. Dunn said the

management plan is something she's going to be directing and guiding because she was specifically told not to do it herself. Woodyard said he has given them until mid-February to develop it. Brown-Crawford said she's excited about restarting the Resident Council. Dunn said that based on the community engagement meeting last night, there's a level of disengagement, of residents feeling unheard. She said that we're now saying voice matters, we want to hear from you, this is your community.

**b. Housing Choice Voucher Report** - Dunn said that there's nothing to report, that everything under the management of Venkisha (Haynes, Housing Choice Voucher Program Manager) is going very well. Brown-Crawford asked if we have any new landlords. Seventy-five, Dunn said. From January to October, Haynes said, we have 75 new landlords. October was the last Board meeting when you asked about it, Haynes said. Daniels said the problem is that HUD put out a shortfall notice, that they're spending too much money on us having a higher rate, and so they're coming up with a new Fair Market Rate rent

in communities, that they're only going to pay a certain amount, also. Woodyard said that he told that to all of you. Brown-Crawford said we got it, that's what we're talking about. Daniels said that's what we're saying, that Dunn said there wasn't anything to report, but shortfall is something we have to all understand. He said they're not going to give these landlords as much as they're saying. Dunn said she and Haynes are working together to try to get ahead of that and that Haynes has contacted some of the local authorities to ask if they would be willing to absorb some of our families for outgoing portability to reduce the overall housing assistance payment costs. So, she said, we have started that process. Brown-Crawford asked which local authorities have been contacted. DeLand, Dunn Said. Orange County, Haynes said. Ormond, someone said. Surrounding areas, Dunn said, adding that we also have talked about capping the rent increases. Dunn said she has experience with that, so they're talking about proposing a policy to cap them between 3.5 percent and 5 percent because the amount of money that landlords want to increase the rent is sometimes unheard of. She said one landlord wanted

to go up on the rent \$500 and that, she said, drives that shortfall. Daniels said that the people who house a lot of people are going to be in line, but that the one- to two-house landlords may not. They (the ones that house a lot of people) need this Authority and rely on the check so much, Daniels said, so anyway, that's shortfall. He advised the Commissioners to attend the NSPIRE standards trainings. Woodyard asked to amend and said that the inspections are NSPIRE, but that the overall change is HOTMA, the umbrella, and what really caused a lot of these changes today is because of HOTMA (Housing Opportunity Through Modernization Act). Daniels said commissioners should understand these changes so that we, as a Board, know what's going on.

### **3. Financial Strength -**

- a. **Finance Report** - Lau presented the Finance Reports starting with **Palmetto Park (AMP 7-6) and Palmetto Park II (AMP 7-7)** - Lau reported that both AMPS had been combined, according to the Board's request. Expenses for the month were \$114,000 and for the month they were \$417,000, so we were under for the month but we're just a little bit under for the year because we were spending a lot of money on the mold

remediation and the contracts and we haven't drawn down a lot of the HVAC yet in September, which is going to help our bottom line. Lau said we haven't done that yet because we're still in the process of doing that work. So, she said, we're ok in 7-6 and 7-7 right now especially when we do the air conditioner.

For **Caroline Village (AMP 7-10)**, Lau said we are in trouble because it is vacant and we still have expenses for it and we also have the mold remediation to redo because we just finished from Hurricane Ian and now we have to turn around and do it again for Hurricane Milton. So, she said, we have a total expenses of \$30,000 for the month, and we were supposed to be at \$28,000 for the budget, so we're just slightly over where we should be. The year-to-date though, she said, we are over because we're at \$90,000 and should only be at \$86,000 because we've been spending that money trying to get it caught up. We still have electricity but we don't have the tenant rent coming in. Lau said that expenses were at \$92,000 for the month and at \$318,000 (for the year), and we're only supposed to be at \$288,000, so we're \$120,000 over. Brown-



Crawford asked if the electricity is on because there are still appliances in the units. Lau said that electricity is always on in vacant units for unit repairs and also to do mold remediation and to do the inspections. Daniels said that people are squatting in the units and using the electricity, too, since we're not using it. Lau said that if we don't have the lights on, they get broken into and we get thefts out of the unit. She said that for this AMP, she hopes it will do a little bit better because we have plans to pull out 1406 and 1480 money to help bail out the property, but that it's going to be close. Lau said that COO Vanessa Dunn is diligently trying to get the units leased.

For **Northwood Village (AMP 7-15)**, Lau said it was at \$52,000 in total income and we're supposed to be at \$59,000, so we're a little bit lower than normal. Lau said that we had a little bit of a problem with the subsidy being a little bit lower than we anticipated for the month, so hopefully that will rectify itself by next month because if you look at the year, we're a little bit over, at \$192,000 in year-to-date actual total income versus \$187,000 in year-to-date budget total income, so we're doing

fine there. She said that if you go down to the total income, we lost \$22,000 for the month, but we were supposed to lose \$20,000, so we're just a little under where we're supposed to be, but for the year we're a loss of \$86,000 and only supposed to be at a loss of \$51,000. But, she said, we do have those two profits, the 1406, the 1480, to help bail that out, so that's for that purpose. Woodyard asked Lau to explain what the 1406 is. Lau said that the Capital Fund Program has different lines that you can spend money on, with one being 1406, where we can just send the money to the AMPS to help with their operations. Lau said that 1408 is to help the Director of Development train so that the Director of Development knows what she's doing in the capital fund program. Lau said that 1410 is for the Director of Development's salary and benefits. Lau said that 1480 is a catchall for all hard cost expenses where we're going to buy an asset and it's going to be a Capital Improvement and we're going to transfer it over to the AMP as a new asset and then depreciate it slowly over time.

Lau asked the Board if it wants **Northwood Village** (AMP 7-15) and **Walnut Oak** (AMP 7-15b) combined like

Caroline Village (AMP 7-6) and Caroline Village II (AMP 7-7) because Walnut Oak is really small. Brown-Crawford asked what's easier for Lau. Lau said it's so that commissioners have one less report to review. Commissioner Brown-Crawford said yes. Lau said that it's the Board's decision and she will combine the two AMPS of Northwood Village (AMP 7-15) and Walnut Oak (AMP 7-15b).

For **Walnut Oak (AMP 7-15b)**, Lau said we made a profit of \$3,600 for the month, and we're making a profit of \$12,000 for the year. She said that we're supposed to be losing money, but we're making a profit, so we're doing very well at Walnut Oak right now. Brown-Crawford asked why we're supposed to be losing. Lau said that's where the budget was, that was where we anticipated the budget being. Woodyard said that remember the budget, and we're weaning our way out of this, it caused to pull from reserves a little bit.

**Northwood II (AMP 7-20)**, Lau said is doing very well. Total income was \$21,000 for the month. For the year, she said, we're \$127,000. We're only supposed to be at \$90,000 for the budget year to date, so we're outperforming the budget, we're doing

very well there. Our total expenses, she said, were 26, and they were supposed to be 39, so we're cutting our expenses as well as increasing income. So we have 133 versus 144, so we're a little bit over for the year, but we have all these extra profits that we're anticipating getting from 1406 and 1480 that we should have no problem with this AMP as well.

For **Voucher**, Lau said, it's split so that you can see what we're doing just for the Vouchers and then what we're doing for Administration. Whatever we're doing in Voucher, if we underlease or over lease, we either owe the money back to HUD or they owe us money, so there's always a zero profit or loss in the Voucher Program, which is what this is showing. She said that because Venkisha Haynes, the HCV Program Manager is running the program on a shoestring budget, we're showing a large profit in Administration. Lau said we had \$301,000 in revenue and we only spent \$190,000, so we're doing very well in Voucher Program.

For **Mainstream**, Lau said we got 131k in, we spent 167 because, she said, she thinks they've been leasing up a little bit. So, Lau said, we're going

to get money back from HUD, \$36,000 eventually, so that will be a zero profit or loss for the Voucher side. On the UNP (Unrestricted Net Position) administrative side, Lau said, we got \$129,000 in income, but we only spent \$68,000, so we still have a \$61,000 profit there.

For **Emergency Vouchers**, Lau said, we've been having issues with them cutting our funding for some reason. She said that we've been leasing at the amount that they've issued us, but they're not paying us back. Lau said that she's assuming at the end of the year they'll get us caught up, that's usually what they do, they rectify it into quarter. For the year, she said, we have an income of \$359,000 and expenses of \$372,000, so it's only \$13,000 out of whack, so I'm assuming they'll catch us up on the Voucher side. She said they usually do this one quarterly, for some reason. On the UNP, on the year to date, she said, we're going to have a \$10,000 profit because expenses are lower than anticipated.

**Central Office Cost Center (COCC)** - Lau said we're running about a \$62,000 loss, per month, at the main office. That's what we did in July and August, she

said, but this month we're down to \$52,000, so we're cutting back, so we're trying to reduce that money so that we'll be in better shape. Right now, Lau said, we're losing about \$186,000 in three months. She said that we do have profits coming in from that, too. We have the 1408 and 1410 money, Lau said, and we're hoping to get some money from LIHTC, for the LIHTC properties, when those go back through RAD. That, she said, should bring us back up because we've only pulled \$10,000 of the 625 extra revenue that we're looking to try to get. Daniels asked about the FEMA meeting. Lau said we had two meetings this week, one was for Hurricane Milton, and we started the program, we're 80-percent complete with the paperwork, so he was happy. Ian, she said, he's trying to get the emergency submitted, he's going to do it in January. Lau said he has to split out the debris and the mold remediation into a second project because they can't be together for FEMA rule, but we should have that done in January. Lau said we've gotten the files and the letters for the leasing, and we're trying to get that funded through FEMA as well. Woodyard said that this is going in a little better direction after we met with

Congressman Waltz's office and that, at this point, he feels better than he has ever that we'll get some response on that, but we'll see. Brown-Crawford commended Lau on the great job she does, adding that the reports are understandable. Brown-Crawford said that this little hiccup that we have, we just need to dig down and just get it done and move past it. She told Lau that she knew that Lau wasn't here when they decided they were just not going to worry about it last year. Woodyard confirmed that Lau wasn't here. Brown-Crawford said that it's too bad they just said not to worry about it and that we could be past that now.

**XV. Choice Neighborhood update** - None.

**XVI. CEO Comments** - Woodyard said that he thinks it is a good idea that the Board has a RAD Workshop either in late January or early February to explain where we are with the RAD for the three properties and get the Board educated on how this is advantageous to us. The RAD conversion gives us an opportunity to get developer fees that come back into the COCC. Woodyard said that the RAD Developer, Smith & Henzy, and the Financial Consultant would present at the RAD Workshop.

**XVII. Commissioner Comments** - Brown-Crawford wished everyone happy and safe holidays. Attorney Ric Gilmore said what he heard

tonight was frustration and that we need better communication between the CEO and the Board. He said that's a good message heading into 2025, that where we are is where we are, and that the only way to work out of it is to work together, to make sure we get past this. He asked if Rodriguez and Gonzalez were being asked to attend the next meeting. Brown-Crawford said that she thinks that the Board said it will wait for Rodriguez's letter back to us because that may sum everything up. Brown-Crawford said she hopes that by the time we want to talk to Sergio, we've already got this issue resolved. But, Brown-Crawford said, she would like to see Rodriguez's letter first then we can move forward. Gilmore wished everyone a happy and blessed holiday season and a Happy New Year.

**XVIII. Adjournment** - Meeting adjourned at 5:45 P.M.