



Sarasota Housing Authority (SHA)
269 South Osprey Avenue
Sarasota, Florida 34236

Board Meeting
September 27, 2023
4:30 P.M.

- I. **CALL TO ORDER:** Chair Jack Meredith called the meeting of the Sarasota Housing Authority Board of Commissioners to order at 4:31 pm.
- II. **INVOCATION**
- III. **PLEDGE OF ALLEGIANCE**
- IV. **ROLL CALL**

Commissioners Present: Chair Jack Meredith, Vice Chair Ernestine Taylor, Commissioner John Colón, Commissioner Deborah Sargent, Commissioner Mark Vengroff (Zoom), and Commissioner Duane Finger (Zoom, In at 4:37 pm)

Commissioners Not Present: Commissioner Carolyn Mason

Zoom Attendees: Attorney Ric Gilmore, Attorney Rhonda Stringer (In at 5:04 pm), Joe Chambers (Out at 5:30 pm), Elena Andrews, Sue Ladwig and Doug Francis (Out at 5:35 pm)

In-Person Attendees: City Commissioner Jen Ahearn-Koch (Out at 5:14 pm) and Valerie Buchand (Special Presentation: Bill Sadlo and Michael Beaumier)

SHA Personnel: William Russell and Andrea Keddell
- V. **APPROVAL OF MINUTES – ACCEPTED BY CONSENT**
 - A. SHA Annual Board Meeting – August 2, 2023
 - Chair Meredith put up the minutes from the August 2, 2023, Annual Board Meeting for approval.
 - Commissioner Colón made a motion to approve the minutes. Commissioner Taylor seconded the motion.
 - It was noted that City Commissioner Jen Ahearn-Koch was present at the August 2nd meeting and that the recorded minutes will be changed to reflect this.
 - Attorney Gilmore added that he recommends adding an agenda item, Approval of the Agenda, after the Approval of the Minutes section. A question was raised as to whether or not this needed to be changed through the Bylaws Committee. Attorney Gilmore will look into that matter and get back to SHA Staff before the next meeting.
 - The motion was voted on and passed unanimously.
- VI. **SPECIAL PRESENTATION**
 - A. Boys & Girls Club – Revision of Roy McBean Club Expansion Plan (Michael Beaumier, Osprey Consulting; Bill Sadlo, Boys & Girls Club)
 - Mr. Sadlo thanked the board for the 27 years of partnership between the Housing Authority and the Boys and Girls Club.

- Mr. Beaumier went over a presentation that was handed out and emailed to the board. The presentation outlined the revisions made to the expansion plan for the Boys and Girls Club on the Roy McBean property. Issues had come up with the current building leaking. So, they're now planning to build a new freestanding building. They've already raised \$4 million for the project and plan to raise more.
- Questions and concerns of the board were asked and addressed.
- B. SHA Housing Inventory Analysis – Mr. Russell provided an overview of a handout that was provided to the board outlining the growth of the SHA portfolio over the past 18 years in comparison to what was done in the 40 years prior to that. SHA housing inventory has increased by 1,535 units, a 97% increase. He also announced plans to get this information out to the community so they're more aware of SHA's efforts to increase the supply of affordable housing in Sarasota.
 - Questions and comments from the board were asked, answered and addressed.

VII. PUBLIC PRESENTATION

- A. Ms. Valerie Buchand addressed the board:
 - Ms. Buchand stated that Carolyn Spencer joined the Resident Council months ago and needs to receive her stipend for these past months. Mr. Russell commented that he had signed Ms. Spencer's stipend check payment earlier that day.
 - She informed the board that they need to hold off on voting and discussing the Resident Council's budget because SHARC has requested meetings with HUD and SHA's development partners and they've yet to have these meetings. They are seeking development fees for the community services they provide.

VIII. RESOLUTIONS – ACCEPTED BY CONSENT

- A. None

IX. OLD BUSINESS

- A. President & CEO Evaluation
 - Attorney Gilmore went over the Evaluation Compilation Sheet from the evaluations submitted for the evaluation that was due in June 2023. As of this date, only 6 of the 7 evaluations of the commissioners on the board at the time the evaluation was due have been submitted. Attorney Gilmore reminded the board that a detailed evaluation compilation can be requested and will be provide. Pursuant to the President & CEO contract, it is up to the board's discretion to provide a salary increase and/or bonus based on the evaluation score.
 - Commissioner Sargent requested a copy of all the individual evaluations. Attorney Gilmore said he would do so.
 - Commissioner Vengroff questioned the disparity of one of the evaluators' scores from all the other evaluators' scores and questioned if perhaps the evaluating commissioner needed some clarification on how to score the performance. Attorney Gilmore stated he's available to discuss this if that commissioner would like that and discussed that the evaluation form could possibly be updated, given all the changes over the years to the HUD programs.

- Attorney Gilmore went over possible scenarios for providing compensation adjustments based on evaluation results. He recommended assigning percentages in advance for particular scores/ranges.
- Discussion took place about having the compensation discussed at this meeting or at a committee level first.
- Mr. Russell informed the board that he's not received a merit increase by the board since 2019 and before that it was 2016, and he believes an increase is warranted.
- Commissioner Finger made a motion, based on the performance scores and the recent presentation, to provide Mr. Russell with a 4% increase, effective immediately.
 - Commissioner Vengroff added that the percentage increase may need to be higher, given that there's been no increase in 4 years, especially if you take into consideration inflation and positive performance over the years.
- Commissioner Sargent requested to table this item until the next meeting, so they could receive more information. Commissioner Colón added that he feels Mr. Russell's performance has been exemplary but that he believes all the commissioners should be present for the discussion or to have input on the decision. Attorney Gilmore recommended that any commissioner wanting any additional information from Mr. Russell should put the request in writing via email.
- Commissioner Colón made a motion to table this item and have it on the October 25th agenda for consideration and a decision for an increase. Commissioner Finger seconded the motion.
 - Commissioner Finger suggested that Chair Meredith and Mr. Russell meet prior to the next board meeting on October 25th and bring a proposal back to the board at the October meeting. He suggested having additional information provided, based on salaries around the state and how other housing authorities handle their increases.
 - Commissioner Meredith suggested that it may be prudent to base their decision on Mr. Russell's performance and what he's done for this agency and what SHA's budget can afford.
 - The motion was voted on and passed unanimously.

B. Sarasota Housing Authority Agency-Wide Resident Council (SHAARC)-Funding Proposal

- Commissioner Sargent made a motion to table this item. Commissioner Taylor seconded the motion.
 - The motion was voted on and passed unanimously.

X. NEW BUSINESS

A. Landlord Event Report

- Mr. Russell reported that SHA held a successful Landlord recruitment event. He'd only invited Chair Meredith, so as not to trigger Government in the Sunshine. However, upon reflection he's informed the board that in the future he is going to have these events publicly noticed and ensure that the entire board is informed and invited.

XI. PROGRAM UPDATES – ACCEPTED BY CONSENT

- A. Monthly Financial Statements
- B. Board Committee Reports
- C. Housing Management Reports
- D. Housing Voucher Report
- E. Capital Fund Program Report
- F. Resident Services Monthly Report

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- Commissioner Colón made a motion to accept the Program Updates Consent Agenda. Commissioner Finger seconded the motion.
 - The motion was voted on and passed unanimously.

XII. COMMISSIONER ANNOUNCEMENTS / COMMENTS

- A. Commissioner Sargent reported that Janie’s has been successful in cleaning up the homeless element in the area, but that trash and litter continues to be a problem.

XIII. ADJOURNMENT

The Sarasota Housing Authority Board of Commissioners meeting was adjourned at 5:53 pm.