



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

Board Meeting
December 6, 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 4:36 pm.
- II. **INVOCATION**
- III. **PLEDGE OF ALLEGIANCE**
- IV. **ROLL CALL**

Commissioners Present: Chair Jack Meredith, Vice Chair Ernestine Taylor, Commissioner John Colón, Commissioner Carolyn Mason and Commissioner Duane Finger
Commissioners Not Present: Commissioner Mark Vengroff (Excused)
Zoom Attendees: Attorney Ric Gilmore, Elena Andrews and Sue Ladwig
In-Person Attendees: City Commissioner Jen Ahearn-Koch, Javi Suarez, Pamela Runyon and Valerie Buchand
SHA Personnel: William Russell and Andrea Keddell
- V. **APPROVAL OF MINUTES**
 - A. SHA Regular Board Meeting – October 25, 2023
 - Chair Meredith put up the minutes from the October 25, 2023, Regular Board Meeting for approval.
 - Commissioner Colón made a motion to approve the minutes with the non-substantive changes pointed out by City Commissioner Ahearn-Koch prior to the start of the meeting. Commissioner Mason seconded the motion.
 - The motion was voted on and passed unanimously.
- VI. **APPROVAL OF AGENDA**
 - A. SHA Regular Board Agenda – December 6, 2023
 - Chair Meredith put up the agenda from the December 6, 2023, Regular Board Meeting for approval.
 - Commissioner Finger made a motion to approve the agenda. Commissioner Mason seconded the motion.
 - The motion was voted on and passed unanimously.
- VII. **SPECIAL PRESENTATION**
 - A. None

VIII. PUBLIC PRESENTATION

- A. Ms. Valerie Buchand addressed the board on outstanding issues between SHA and the Resident Council:
- Ms. Buchand states that the Resident Council continues to request a meeting to negotiate a development fee.
 - Ms. Buchand reported that the Resident Interest Committee meeting was held on December 5th and that she ran the meeting in the absence of the Resident Commissioner. She reports that Ms. Rachel Johnson attended the meeting, that the meeting is to discuss resident issues and to say their truths and that the committee attendees and guests will be treated with respect and not hollered at.
- B. Ms. Pamela Runyon reported to the board that she has two issues:
- Ms. Runyon reports that the Tower’s parking lot continues to have a lack of parking spaces due to non-residents from the city and area businesses parking in the lot. A letter needs to be written to the area businesses letting them know this is not a public lot. She’s requesting bigger private parking/ towing signs stating the lot is for Residents and Staff only. She also states the parking lot is not well lit at night and the lights are not working.
 - Mr. Russell responded that they are working on an agreement with the construction company at a neighboring site to see if the construction workers at the Towers can park there.
 - Ms. Runyon also reports that there’s a security issue with the gates and elevators. Doors are being propped open and unlocked.

IX. RESOLUTIONS – ACCEPTED BY CONSENT

- A. Res 23-13: ACOP Revision
- B. Res 23-14: Approval to Acquire 22nd Street Parcel from Sarasota Housing Funding Corp
- C. Res 23-15: Approval of Single Purpose Entity, Central Gardens SHA, LLC
- D. Res 23-16: Approval to Lease Combined 22nd Street To Central Gardens SHA, LLC
- E. Res 23-17: Approval of American Rescue Plan Act (ARPA) Documents-Central Gardens
- F. Res 23-18: HCV Admin Plan Revision
- G. Res 23-19: Approval of American Rescue Plan Act (ARPA) Documents-Lofts on Lemon II
- H. Res 23-20: Approval to Authorized Formation of, SHA-Janie I LP, LLC
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- Commissioner Mason made a motion to accept the Consent Agenda Resolutions. Commissioner Finger seconded the motion.
 - Commissioner Colón asked to pull G. Resolution 23-19 and H. Resolution 23-20. City Commissioner Ahearn-Koch asked if she would be able to pull A. Resolution 23-13 for non-substantive items.
 - Previous motions were withdrawn.
 - Commissioner Mason made a motion to accept the remaining Consent Agenda Resolutions. Commissioner Finger seconded the motion.
 - The motion was voted on and passed unanimously.
- A. Res 23-13: ACOP Revision
- City Commissioner Ahearn-Koch remarked she believes the word “a” should come before the word “conflict” instead of “any” in the 2nd paragraph and in the 3rd paragraph the word “reference” needs to have a “d” at the end.

- Commissioner Colón made a motion to accept A. Resolutions 23-13. Commissioner Finger seconded the motion.
 - The motion was voted on and passed unanimously.

- G. Res 23-19: Approval of American Rescue Plan Act (ARPA) Documents-Lofts on Lemon II
 - Mr. Russell provided a brief summary of the reason for this resolution and for the needed Subrecipient Agreement and Land Use Restriction Agreement (LURA) for the ARPA funding request, also addressed in the resolution summary sheet included in the board packet.
 - Commissioner Colón made a motion to accept Resolutions 23-19. Commissioner Taylor seconded the motion.
 - The motion was voted on and passed unanimously.

- H. Res 23-20: Approval to Authorized Formation of, SHA-Janie I LP, LLC
 - Commissioner Colón inquired about the need to have a new LLC for each development. Mr. Russell provided a brief overview of the information and background for the new entity needed to take over the management of Janies Garden, Phase I.
 - Commissioner Colón made a motion to accept Resolutions 23-20. Commissioner Finger seconded the motion.
 - The motion was voted on and passed unanimously.

- X. OLD BUSINESS**

- C. Site Plan Approval for 22nd Street/Central Gardens
 - Javi Suarez reported they are aiming to submit the revised site plans to the City's Development Review Committee (DRC) on January 3rd, pending the Comp Plan Amendment's approval. This would allow for 50 units per acre and a maximum of 45 feet. Total units to be provided would be 39 instead of 29 and an additional 4th story to the project. The unit breakdown would be 15, 1-bedroom units (approx. 914 sq ft each) and 24, 2-bedroom units (approx. 1,293 sq ft each). Javi went over the site plan revisions that were included in the board packet and handed out to the board for review.
 - Commissioner Meredith inquired about who would handle the trash removal for the property. Mr. Russell responded that SHA maintenance staff would handle it, as they do at the McCown/Annex property.
 - Commissioner Meredith inquired about scheduling due to funding deadlines. Mr. Suarez responded that with DRC on 1/3/24, they should get through the 2, anticipated, rounds in DRC and then the plans would go to the Planning Board by June 2024 and then the City Commission by July 2024. The hope would be to have the Comp Plan Amendment approved during that same time and final plans could be submitted to permitting by April 2024 and break ground by October 2024 and finish construction by October to December 2025. They've been working with the awarded GC/CM, Marmer Construction, on the specs and estimated timeline. Mr. Suarez mentioned that the majority of the team for this planning stage are local firms that know how the systems work in this area and the submittal process.

- Discussion took place on funding sources and what would happen if Comp Plan Amendment doesn't get approved. City Commissioner Ahearn-Koch inquired about the requested changes to the land use/zoning in the Comp Plan Amendment. Mr. Russell responded that they're adding recently purchase parcels to the overlay district and the current overlay district is 25 units per acre and 35 ft high. The proposed changes are 50 units per acre and 45 ft high and would only apply to this project.
- Clarification was provided that the units have storage closets provided in the units. The decks have yet to be decided on if they will be entry ways on the 1st floor units.

B. Shop with a Cop Event – Saturday, 12/9/23, 6 – 8 am

- SHA is hosting their annual Shop with a Cop event at the Target on Fruitville. All board members are encouraged to attend.

A. McCown Parking Application

- Mr. Russell reported Florida Housing Finance Corp (FHFC) has put forward a round of funding that SHA's development partners feel could be an opportunity to secure funds for this project. They've suggested SHA put in an application for this funding. Given the short notice of the application process, Mr. Russell is asking for pre-approval to put in the application and then a resolution can be brought before the board for ratification.

XI. NEW BUSINESS

A. Community Art Block Party-Saturday, 1/13/24

- Mr. Russell reported that SHA is hosting a Block Party in partnership with the Suncoast Black Arts Collaborative on Saturday, 1/13/24, from 2-4 pm, at 1822 N. Orange Avenue.

B. Youth Thrive Partner Appreciation Event

- Mr. Russell reported that SHA is hosting its first Youth Thrive Partner Appreciation Event at Duval's on 12/18/23 from 3-4:30 pm. Commissioners are invited to attend.

XII. PROGRAM UPDATES – ACCEPTED BY CONSENT

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

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- City Commissioner Jen Ahearn-Koch asked if she could pull A. Monthly Financial Statements to discuss the Janie's Garden report.
 - Commissioner Mason made a motion to accept the remaining Program Updates Consent Agenda (B. through F). Commissioner Colón seconded the motion.
 - The motion was voted on and passed unanimously.

A. Monthly Financial Statements

- City Commissioner Jen Ahearn-Koch asked if there was a way to add gridlines or enlarge these financial statements, as they are difficult to read.

- Mr. Russell stated SHA doesn't produce the report and that we receive the reports from Michaels but that it can be requested.
- Commissioner Mason made a motion to accept the Monthly Financial Statements. Commissioner Colón seconded the motion.
 - The motion was voted on and passed unanimously.

XIII. COMMISSIONER ANNOUNCEMENTS / COMMENTS

- A. Mr. Russell reported to the board that the Brotherhood of Men boys' group had been meeting at Janie's Garden, but the group has gotten too large for the space. So, Mr. Russell held a meeting with the Boys and Girls Club and the group leader, Dominic Harris, and received approval for the Brotherhood of Men's group to meet at the Roy McBean Club.
- B. Commissioner Mason addressed the board stating she believes it to be a good idea to add a Resident Council written report to the SHA meeting agendas. This can be added to the board packet and discussed if there are items that need to be discussed. If there's no report submitted it could just state "No Report," but it would give them an opportunity to provide information to the board. Commissioner Meredith is in favor of this. Attorney Gilmore suggested sending a request to the Resident Council to see if they would like this opportunity. Commissioner Mason added that she approves of the new Summary Sheets added to the Resolutions.
- C. Attorney Gilmore reminded the board that the Public Comment procedure that was elected by the board was that responses are to be given in writing and not at the meeting.

XIV. ADJOURNMENT

The Sarasota Housing Authority Board of Commissioners meeting was adjourned at 5:47 pm.