



Sarasota Housing Authority
269 South Osprey Avenue
Sarasota, Florida 34236

Regular Board Meeting
April 26, 2017
4:45 P.M.

- I. **CALL TO ORDER:** Chair John Colón called the regular meeting of the Sarasota Housing Authority Board of Commissioners to order at 4:52 pm.
- II. **INVOCATION**
- III. **PLEDGE OF ALLEGIANCE**
- IV. **ROLL CALL**

Commissioners Present: Chair John Colón, Commissioners Jack Meredith, Valerie Buchand, David Morgan and Duane Finger
Commissioners Not Present: Pastor Peter Greenidge and Inez Hunter
Attendees: Attorney Ricardo Gilmore and Ernestine Taylor (Special Presentations)
SHA Personnel: William Russell, Paula Scruggs, John Hawthorne and Andrea Keddell (Ken Waters & Linda Morich-Special Presentations)
- V. **APPROVAL OF MINUTES**
 - A. Regular Board Meeting – March 22, 2017: Chair Colón put up for discussion approval of the minutes from the March 22, 2017 Regular Board Meeting.
 - Commissioner Buchand made a motion to approve the meeting minutes with any necessary corrections. Commissioner Morgan seconded the motion.
 - Motion was voted on and passed unanimously.
- VI. **SPECIAL PRESENTATION**
 - A. Team Member of the Quarter
 - Commissioner Colón presented Linda Morich, SHA's Accountant, with a certificate and gift card for being selected as the Team Member of the Quarter. A list of accomplishments was read and a picture was taken.
 - B. Monthly Occupancy Report (Janie's Garden)
 - Representative was not present. Mr. Hawthorne reported that they are at 100% occupancy. Commissioner Buchand inquired if any proceeds have been received yet from this project. Mr. Russell stated that SHA will be earning a developer fee on Phase III but that nothing has been received yet for the 1st 2 phases. SHA will receive deferred developer fees once there is cash flow on these 2 phases. SHA didn't defer the fee for Phase III and will receive fees at each milestone (i.e. closing, certificate of occupancy, initial occupancy, and stabilization).

C. FSS Graduation

- Mr. Russell introduced Ernestine Taylor, who has graduated from the FSS program. Ms. Taylor addressed the board and provided a summary of the events leading up to the graduation from the program. Ms. Taylor was a homeless vet and ported in from St. Petersburg to SHA's program in 2008 with a VASH Voucher and joined the FSS program in 2010. She went back to school and received her CNA certificate, an Associates Degree in early childhood education and is now 2 credits from a Bachelor's Degree. Ms. Taylor also put a plan together for her daughter for college and her daughter is now a student and graduating from Penn State University from the Criminal Justice program. Ms. Taylor expressed her thanks for Mr. Waters and the program. She reports being financially secure and in her own home and is grateful that she was able to graduate from the program and allow another to take her spot and receive assistance. She is now working as a family advocate in the ROSS program and passing it on. Commissioner Colón offered letters of reference if Ms. Taylor and/or her daughter ever required one. Attorney Gilmore thanked Ms. Taylor for her service to our country.
- A picture was taken with Mr. Waters, Mr. Russell, Ms. Taylor and the Board.

VII. PUBLIC PRESENTATION

- A. None.

VIII. RESOLUTIONS – CONSENT AGENDA

- A. Res 17-12: Approval of Demolition/Disposition Application for Orange Avenue
B. Res 17-13: Approval to Enter into Contract for Legal Services

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- Commissioner Buchand made a motion to approve consent agenda item with the correction of the signature line. Commissioner Finger seconded the motion.
 - The motion was voted on and passed unanimously.

IX. OLD BUSINESS

A. Smoke-Free Policy Update

- Ms. Scruggs reported that after further review it was determined that the change does not apply to the Towers and Annex. At OCB there is no free area that is 25 feet from any building other than the public sidewalks, so that will be the policy...to utilize the public sidewalks. Mixed finance and multi-family locations are excluded from the rule.
- Commissioner Buchand inquired if permanent ashtrays could be provided along the sidewalks that can't be taken away. Discussion took place that it would be a good idea but would be an expensive option and difficult to enforce residents to use them. Mr. Russell expressed that SHA's bottom-line goal is to ensure that residents don't smoke in their units.

B. Beneva Oaks Proposal Update

- Mr. Russell reported that an appraisal was received and now a physical needs and environmental assessments are being done. Mr. Russell reports that the property is in excellent condition. There are 40 units (20, 1-Bedroom/20, 2-Bedroom) and it has a 20 year HAP contract that was signed 4 years ago.

X. NEW BUSINESS

- A. Proposed May Board Meeting Date: Thurs, 5/25/17
 - The board agreed that this date was ok.
- B. Board Committees
 - Attorney Gilmore addressed the board regarding their standing committees. He reported that SHA is the only board that currently has these committees and suggested utilizing Ad Hoc committee meetings instead on an as needed, per project basis. Attorney Gilmore reports that the SHA Board has come a long way since the Admin, Development and Resident Interest committees were established and now that the board is working more efficiently, they may not be needed on such a regular basis.
 - Commissioner Buchand agreed with some of Attorney Gilmore's comments. She suggested quarterly meetings and agreed to change the Resident Interest Committee to meet quarterly, but that she did not want to disband the committee altogether.
 - Commissioner Morgan agreed that the Resident Interest Committee could meet quarterly and that the items from the other 2 committees could be dealt with at an Ad Hoc Task Force meetings. He suggested discussing this topic at a Bylaws Committee meeting since it would need to be changed in the Bylaws and then approved at the Annual Meeting in July or August.
 - Mr. Russell added that the board could also call for Workshops to work on specific items (i.e., Budget, Audit, and Development Project). Attorney Gilmore added that both the Ad Hoc and Workshop meetings involve all commissioners, verses a select few, and allow all to hear the same information. Commissioner Colón stated that in his experience workshops are productive and can be done only as needed. Commissioner Buchand stated that there may be the need to hold some workshops, given the upcoming Orange Ave redevelopment.
 - Commissioner Finger commented that he believes it would still be a good idea to hold Admin and Development Committee meetings quarterly. Commissioner Colón responded that attendance at the committee meetings has been sparse and maintained that Ad Hoc committees can deal with any issues normally addressed at the Admin and Development meetings. He also states that there's a benefit to workshops because all commissioners are present.
 - It was decided to hold a Bylaws Committee meeting in May to discuss this further and to make a recommendation to the board at the Annual Meeting.

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

- Commissioner Buchand made a motion to accept the Program Updates Consent Agenda with any necessary corrections. Commissioner Morgan seconded the motion. The motion was voted on and passed unanimously.

XII. COMMISSIONER ANNOUNCEMENTS / COMMENTS

- A. Commissioner Buchand welcomed back Mr. Russell and stated that she enjoyed working with Ms. Scruggs. Commissioner Buchand also thanked Mr. Russell for introducing her the Ben Carson at the NLIHC conference she recently attended. She reported that Mr. Carson gave a good speech at the conference and hopes to inform him of what SHA has accomplished. She also stated that she'd been unable to meet with Vern Buchanan.
- B. Commissioner Meredith also welcomed back Mr. Russell.
- C. Commissioner Finger stated the Washington Conference he recently attended was very good and thanked Mr. Russell for being there. He was impressed with the coordination efforts of staff and Capitol Hill and use of technology to assist with organization and communication.
- D. Commissioner Morgan welcomed "Billiam" back and reported that he also enjoyed the NAHRO Washington Conference. He commended Ms. Scruggs for her efforts in Mr. Russell's absence.
- E. Commissioner Colón also welcomed Mr. Russell back and thanked Ms. Scruggs.
- F. Mr. Russell thanked the board, Ms. Scruggs, Mr. Hawthorn and Ms. Keddell for keeping things going in his absence and allow him to take advantage of the opportunity in Washington. He stated that the experience was interesting but he'd found that he had had to recuse himself from some matters but that he was glad he went and was able to meet Secretary Carson and his top advisors and get to know them.

XIII. ADJOURNMENT

The Sarasota Housing Authority Board of Commissioners meeting was adjourned at 6:01 pm.