



Sarasota Housing Authority
269 South Osprey Avenue
Sarasota, Florida 34236

Regular Board Meeting
September 21, 2016
4:45 P.M.

- I. **CALL TO ORDER:** Chair Colón called the regular meeting of the Sarasota Housing Authority Board of Commissioners to order at 4:55 pm.
- II. **INVOCATION**
- III. **PLEDGE OF ALLEGIANCE**
- IV. **ROLL CALL**

Commissioners Present: Chair John Colón, Commissioners David Morgan, Jack Meredith, Duane Finger (via Telephone), Inez Hunter (via Telephone) and Pastor Peter Greenidge (In at 5:06)

Commissioners Excused: Valerie Buchand (At NAR-SAAH Conference)

Attendees: Attorney Ricardo Gilmore (Saxon, Gilmore), Joleen Adams (IRM) and Sergio Gonzalez (Barton and Gonzalez)

SHA Personnel: William Russell, John Hawthorne and Andrea Keddell
- V. **APPROVAL OF MINUTES** (Tabled - Lack of Quorum - Voted on upon Commissioner Greenidge's Arrival)
 - A. Annual Board Meeting – July 27, 2016: Chair John Colón put up for discussion approval of the minutes from the July 27, 2016 Annual Board Meeting.
 - Commissioner Morgan made a motion to approve the meeting minutes. Commissioner Finger seconded the motion.
 - Motion was voted on and passed unanimously. Upon Attorney Gilmore's recommendation, Commissioner Hunter voted present.
- VI. **SPECIAL PRESENTATION**
 - A. Annual Audit Presentation (Sergio Gonzalez)
 - Mr. Gonzalez introduced himself and gave a background of Barton, Gonzalez and Myers accounting firm out of Pinellas County. He reported there were no issues and that it was a good audit and that it was a pleasure working with Mr. Russell, Ms. Scruggs and Ms. Frantz. Mr. Gonzalez went over a summary sheet that was handed out showing highlights of the audit results. He pointed out items of interest on the financial statements and profit/loss statements. There were no findings on the audit and Mr. Gonzalez commented that this shows that SHA is under good management since most housing authorities have at least one finding.
 - Questions were asked and answered. Commissioner Morgan made a motion to accept the Annual Audit Presentation. Commissioner Finger seconded the motion. The motion was voted on and passed unanimously.

- B. Monthly Occupancy Report (Janie's Garden)
 - Joleen Adams provided the occupancy and vacancy report for Janie's Garden I, II, and III.

- C. Janie's Garden Phase III Update
 - Ms. Adams reported that the contractors are still working on and finalizing items on the punch list.
 - Mr. Hawthorne reported there have been vandalism on the unoccupied units in building 2 at Phase III. Increased patrols have been requested. Chair Colón requested that in the future these instances need to get reported to the police.
 - Mr. Hawthorne stated they are scheduled to relocate the redundant trees that were planted under current trees but that this hasn't been completed yet.
 - Final payment is withheld until all punch list items are completed.

VII. PUBLIC PRESENTATION

- A. None

VIII. RESOLUTIONS – CONSENT AGENDA

- A. Res 16-14: Approval of Fair Market Rents/Payment Standards
- B. Res 16-15: Approval of Utility Allowances
- C. Res 16-16: Approval of Amendment to Admin Plan
- D. Res 6-17: Approval of Amendment to ACOP
- E. Res 16-18: Approval of Tenant Selection Plan (Annex & Towers)
- F. Res 16-19: Approval of Pathways Lease Addendum
- G. Res 16-20: Maintenance Charge List.

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- Commissioner Morgan made a motion to approve consent agenda items. Commissioner Meredith seconded the motion.
 - Discussion: None.
 - The motion was voted on and passed unanimously.

IX. OLD BUSINESS

- A. None

X. NEW BUSINESS

- A. Board Communication:
 - Mr. Russell reminded the board that much of the board communication is via e-mail. He urges all to check their e-mail regularly, at least once a week. All commissioners have a Sarasota Housing Authority e-mail. Please let William know if you're not set up to have these sent to your iPad or forwarded to your e-mail account.
 - Mr. Russell also reminded the board that with regard to travel arrangements, Ms. Keddell may need confirmations and responses in a timely fashion.

- B. Commissioner Conference Guidelines:
 - Mr. Russell provided a brief history of past board decision with regard to the number of conferences Board Members were allowed to attend during the year and asked for board input on conference attendance. Currently Board Members are permitted 2 conferences per year. The Chair and Vice Chair are allowed 3, and the Resident Commissioner is allowed 2 plus an additional Resident Council Conference.
 - Discussion took place and it was decided that 3 to 4 per year would allow Commissioners to get the training required stay updated on regulations to assist them in performing their duties.
 - Commissioner Hunter made a motion to allow commissioners to attend up to 4 conferences per year. Commissioner Morgan seconded the motion. The motion was voted on and passed unanimously.
- C. Giving Challenge 2016:
 - Mr. Russell reported that the 2016 Giving Challenge ended today at noon. SHA, through SHFC, raised \$3,375 and that was matched by \$3,175. There were 32 donations. Funds will assist with the Shop with a Cop and Afterschool Program.
- D. Affordable Housing Opportunities:
 - Mr. Hawthorne provided an update on happenings at FHFC. He is on the board and reports that they are looking at changing some of their policies on affordable housing. He informed the board that time is of the essence to build affordable housing (new construction) in RECAP areas and qualified census tracts (QCT). He states that the local government match needs to be substantial in most cases and he urges the board to open communication with local city and county offices on this issue.
 - Commissioner Morgan stated that SHA will need to begin working on an Affirmatively Furthering Fair Housing Plan. This will need to include the city and county offices.
 - Mr. Hawthorne is slated to present on RECAP at an upcoming City meeting. He will let the board know when this will take place.
 - Mr. Russell provided a summary of FHFC purpose for the benefit of the new commissioners. Discussion took place on Tax Credit and RFA efforts.

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 Finger made a motion to accept the Program Updates Consent Agenda. Commissioner Morgan seconded the motion. The motion was voted on and passed with 5 votes. Commissioner Hunter refused to vote.

XII. COMMISSIONER ANNOUNCEMENTS / COMMENTS

- A. Commissioner Greenidge:
 - Commissioner Greenidge reported they had their grand opening for their church's new property and the event went very well.
- B. Commissioner Morgan:
 - Commissioner Morgan reported that FAHRO was able to get water to the Flint Michigan's Housing Authority.
- C. Commissioner Finger:
 - Commissioner Finger requested that the upcoming conference list be sent out via e-mail.
- D. Commissioner Meredith:
 - Commissioner Meredith requested talking points on SHA accomplishments and developments so if commissioners wanted to meet with any city and county officials the commissioners would have a unified message.
- E. Commissioner Colón:
 - Commissioner Colón attended Homeless Forum hosted by the Herald Tribune. He asked if there were any veterans to come in and fill out forms, seeing that SHA has VASH vouchers available.

XIII. ADJOURNMENT

The Sarasota Housing Authority Board of Commissioners meeting was adjourned at 6:16 p.m.