



Sarasota Housing Authority
269 South Osprey Avenue
Sarasota, Florida 34236

Board Meeting
May 6, 2020
4:45 P.M.

- I. **CALL TO ORDER:** Chair David Morgan called the annual meeting of the Sarasota Housing Authority Board of Commissioners to order at 4:47 pm.

THIS MEETING IS BEING CONDUCTED TELEPHONICALLY OR ELECTRONICALLY PURSUANT TO EXECUTIVE ORDER NUMBERS 20-52, 20-68 AND 20-69 SIGNED BY GOVERNOR DESANTIS AND GUIDANCE PROVIDED BY LEGAL COUNSEL. MORE IMPORTANTLY, BASED ON WHAT WE KNOW NOW ABOUT THE CORONAVIRUS PANDEMIC AND PRUDENT PRECAUTIONS AS A RESULT THEREOF, IT IS BEING CONDUCTED IN A WAY TO PROVIDE THE MAXIMUM AMOUNT OF PROTECTION TO OUR COMMISSIONERS, STAFF, RESIDENTS AND THE PUBLIC. WE APOLOGIZE FOR ANY INCONVENIENCE TO ANYONE, BUT WE ASK YOUR UNDERSTANDING AND COMPLIANCE TEMPORARILY.

II. **INVOCATION**

III. **PLEDGE OF ALLEGIANCE**

IV. **ROLL CALL**

Commissioners Present: Chair David Morgan, Vice Chair Valerie Buchand and Commissioners John Colón (in at 4:51), Ernestine Taylor, Pastor Peter Greenidge, Jack Meredith and Duane Finger (in at 5:25)

Commissioners Not Present: N/A

Attendees: Attorney Ric Gilmore, City Commissioner Willie Shaw and Joe Chambers

SHA Personnel: William Russell and Andrea Keddell

V. **APPROVAL OF MINUTES**

- SHA Board Meeting – March 11, 2020: Chair Morgan put the minutes from the March 11, 2020 Board Meeting up for approval. Commissioner Buchand made a motion to approve the minutes with any necessary corrections. Commissioner Taylor seconded the motion.
- Motion was voted on and passed unanimously. Commissioner Greenidge voted present.

VI. **SPECIAL PRESENTATION**

- A. None

VII. **PUBLIC PRESENTATION**

- A. None

VIII. **RESOLUTIONS – ACCEPTED BY CONSENT**

- A. Res 20-10: 5-Year Action Plan HSAC County Grant
 - B. Res 20-11: Personnel Policy
 - C. Res 20-12: Adoption of PIH Waivers
 - D. Res 20-13: Authorize Formation of Sarasota Housing Opportunities Corp.
-

- Commissioner Buchand pulled Resolution B. 20-11 Personnel Policy and C. 20-12 Adoption of PIH Waivers.
- Commissioner Meredith made a motion to approve the remaining consent agenda items, A. and D. Commissioner Morgan seconded the motion. The motion was voted on and passed unanimously.

B. Res 20-11: Personnel Policy

- Commissioner Buchand feels the language is oppressive and wants it tabled for further review at an Admin/Finance Committee Meeting. Attorney Gilmore explained the meaning behind the Non-Fraternization and Workplace Non-Fraternization Policy and why he suggests implementing them. He states that many current policies are too simplistic and that these are more complete definition and allowable actions and outcomes. The policy clearly lays out the guidelines and states that inter-office and work-related relationships are strongly discouraged, not that they're prohibited, and that they just need to be reported to the Housing Authority.
- Commissioner Buchand maintains the Housing Authority should not have control over people's relationships. She wants the policy tabled and reviewed. Commissioner Morgan added that the policy is to protect both the resident and the staff by mandating the relationship be reported so that then there's no he said/she said or allegations after the fact. Attorney Gilmore reiterated that the policy is put in place to alleviate oppression, so employees and residents are protected from liability issues and being pressured into relationships that are not consensual and protects the Authority if they are consensual but perhaps end un-consensually by both parties. He states that this is not a standardized policy in that it has definitive guidelines on what is considered fraternization and assists employees in understanding what needs to be disclosed. However, the policy is used by other Housing Authorities.
- Commissioner Buchand maintains she wants the policy tabled and reviewed against the old policy. Commissioner Meredith made a motion to table the resolution and have it discussed at an Admin/Finance Committee Meeting. Commissioner Colón seconded the motion. The motion was voted on and passed unanimously.

C. Res 20-12: Adoption of PIH Waivers

- Commissioner Morgan states that these waivers don't need to be approved in that HUD is allowing them. The resolution was put together to notify the board which waivers SHA was implementing. Mr. Russell states that this is an unprecedented act and will allow the Authority waive statues to provide safety to staff and residents. William discussed the waivers that are in the resolution and the reasoning behind implementing them.
- Commissioner Morgan made a motion to approve Resolution 20-12. Commissioner Finger seconded the motion. The motion was voted on and passed unanimously.

IX. OLD BUSINESS

A. Lofts on Lemon (Cohen Way)

- Mr. Chambers reports the drawings are 50% done and were circulated out to the board. They hope for a July closing. Bank of America is fully committed to the project to provide equity.

B. Amaryllis Park Place (Orange Ave)

- Mr. Chambers reports that design is completed, working on permits, are in the final stage of underwriting with FHFC and looking for a possible June closing. Once litigation is resolved, Amaryllis Phase II (Courts) will be the next project to move forward.
- Commissioner Meredith inquired where the projects are with minority hiring and any analysis can be provided to the board. Mr. Chambers reports having a call scheduled tomorrow with JWR and that an initial sub-outreach list has been sent to JWR to discuss during this call. Mr. Chambers states he should have a report for the next board meeting and have a report on an ongoing basis as well. Mr. Chambers states if board members have interested parties, to forward any contacts interested in sub-contracting to him and he will assure they're on the list for sub-contractors. The goals are similar to past projects and can be included in the report that comes before the board. Mr. Chambers states he hopes to get a memo out to have in the next board packet on these items.
- Commissioner Buchand wants Section 3 workers on this project and to know who is hired and wants a report of their names. Mr. Chambers states a survey was sent out to residents and Section 8 participants. Commissioner Taylor responded she didn't receive any survey and she's on Section 8. Mr. Chambers will look into who received the notice and make sure the e-mail outreach is up-to-date.

X. NEW BUSINESS

A. Homeshare

- Mr. Russell explained the Homeshare program is a housing program that has been proposed by a private donor through the Senior Friendship Center. SHA would take over the program to administer it. The program allows a homeowner that meets a certain criterion (i.e. own, live in a home with more space than the owner needs). The owner would rent out a portion of their home to a tenant. The program has currently administered 18 pairings, following a thorough vetting process to match a homeowner with a tenant. SHA would cover the admin of the program and hire a part-time person to administer the program and the program doesn't require any other subsidy or capitol to build or rehab units. The Senior Friendship Center has also offered to continue supplying office space to the program administrator.
- Commissioner Colón requests that any agreement be run by Attorney Gilmore so he can assess any potential liability SHA may have and what disclaimers may be needed by participants. Attorney Gilmore already has some documents to provide, as he has a similar program in Pinellas. Commissioner Finger inquired if the board could receive further updates and more detailed program information. Mr. Russell states he is seeking the board's approval to adopt the program and will provide more information in the coming month.

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. Commissioner Finger seconded the motion. The motion was voted on and passed unanimously.

XII. COMMISSIONER ANNOUNCEMENTS / COMMENTS (PROVIDED FOLLOWING SHOC BOARD MEETING)

- A. Commissioner Finger expressed appreciation for Mr. Russell and the staff of Sarasota Housing Authority and its Commissioners for the ability to organize and get SHA through this COVID time.
- B. Commissioner Buchand reports there was food distributed at McCown Towers and had a resident attack the person that distributed the food. She'd like this investigated so people who reach out to help are not in fear of being attacked. She also reported that interviews are beginning this week for people that want to work on upcoming jobs. She requests all keep former Commissioner Atkins in their prayers, as his mother passed away.
- C. Commissioner Meredith inquired about the Board Retreat and CEO Evaluation and keep social distancing. Attorney Gilmore states the location also needs to keep in mind social distancing needs of the public, as the meeting will need to be publicly noticed. Commissioner Morgan will work with Mr. Russell to coordinate it and get back to the Board.

XIII. ADJOURNMENT

The Sarasota Housing Authority Board of Commissioners meeting was adjourned at 6:13 pm.