



Sarasota Housing Authority
269 South Osprey Avenue
Sarasota, Florida 34236

Board Meeting
September 22, 2021
4:30 P.M.

- I. **CALL TO ORDER:** Chair John Colón called the annual meeting of the Sarasota Housing Authority Board of Commissioners to order at 4:37 pm.
- II. **INVOCATION**
- III. **PLEDGE OF ALLEGIANCE**
- IV. **ROLL CALL**

Commissioners Present: Chair John Colón, Vice Chair Jack Meredith and Commissioners David Morgan (Zoom), Ernestine Taylor, Valerie Buchand, Deborah Sargent and Duane Finger (Zoom)

Commissioners Not Present: N/A

Attendees: Attorney Ric Gilmore, Quentin Torbert, Tarnisha Cliatt, Jessica Traiger, City Commissioner Jen Ahearn-Koch, Joe Chambers and Rich Larson (Audit- Special Presentation)

SHA Personnel: William Russell, Lance Clayton, Paula Scruggs and Andrea Keddell
- V. **APPROVAL OF MINUTES**
 - A. SHA Board Meeting – June 23, 2021: Chair Colón put the minutes from the June 23, 2021 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.
- VI. **SPECIAL PRESENTATION**
 - A. Annual Audit Presentation (Rich Larson, Novogradac & Company LLP)
 - Mr. Larson presented the role of the auditor, key points of the audit and provided a brief overview of the processes and outcome of the audit. There were no findings nor material weaknesses detected in processes and programs tested. Mr. Larson reported that this is a very positive outcome and noted that SHA is in a strong financial position. He also gave credit to the Authority staff for their assistance during the audit in providing everything that was requested.
 - Questions were asked and answered. Mr. Larson replied to an inquiry of how files are selected for auditing stating that Novogradac provides the list of files they sample and review out of all the files in the program being tested, and the Authority staff must then pull them and have them available to them during the audit.
- VII. **PUBLIC PRESENTATION**
 - A. None

VIII. NOMINATION & ELECTION OF OFFICERS

A. Nominations for Chair/Vice Chair:

- Commissioner Sargent nominated Commissioner Buchand for Chair.
- Commissioner Morgan nominated Commissioner Colón for Chair.
- Hearing no other nominations, the nominations were closed, and votes were recorded as follows:
 1. Votes for Commissioner Colón
 - 5-Yes: Commissioners Morgan, Finger, Taylor, Meredith & Colón
 - 2-No: Commissioners Buchand & Sargent
 2. Votes for Commissioner Buchand
 - 2-Yes: Commissioners Buchand & Sargent
 - 5-No: Commissioners Morgan, Finger, Taylor, Meredith & Colón
- Commissioner Colón was voted to serve as Chair.

B. Nominations for Vice Chair:

- Commissioner Colón nominated Commissioner Meredith for Vice Chair.
- Commissioner Buchand nominated Commissioner Sargent for Vice Chair.
- Hearing no other nominations, the nominations were closed, and votes were recorded as follows:
 1. Votes for Commissioner Sargent
 - 2-Yes: Commissioners Buchand & Sargent
 - 5-No: Commissioners Morgan, Finger, Meredith, Taylor & Colón
 2. Votes for Commissioner Meredith
 - 5-Yes: Commissioners Morgan, Finger, Meredith, Taylor & Colón
 - 2-No: Commissioners Buchand & Sargent
- Commissioner Meredith was voted to serve as Vice Chair.

IX. APPOINTMENT OF COMMITTEE CHAIRS

- A. Resident Interest Committee - Chair Colón asked if Commissioner Buchand wanted to remain as the Resident Interest committee chair. Commissioner Buchand offered to remain as Chair.
- Commissioner Buchand accepted appointment of Chair of the Resident Interest Committee.
- B. Development Committee - Chair Colón asked if Commissioner Meredith wanted to remain as the Development committee chair. Commissioner Meredith offered to remain as Chair.
- Commissioner Meredith accepted appointment of Chair of the Development Committee.
- C. Administration & Finance Committee - Chair Colón asked for interest for the Administration & Finance committee chair. Commissioner Morgan expressed interest in serving as Chair.
- Commissioner Morgan was appointed Chair of the Administration & Finance Committee.
- D. By-Laws Committee - Commissioner Sargent expressed interest in serving as Chair of the By-Laws Committee.
- Commissioner Sargent was appointed chair of By-Laws committee.

X. RESOLUTIONS

A. None

XI. OLD BUSINESS

A. Amaryllis Park Place (Orange Ave)

- Mr. Chambers reports Amaryllis is getting close to completion. There are 2 to 3 weeks before common areas are turned over. Hope to have occupancy by the end of October. Applications are being accepted. Signage is up. Final punch list has not been completed yet. They are still waiting for appliances and cabinets. Walk-through was discussed, and Commissioner Meredith would like to attend and asks that the board be informed of when they will take place.
- Commissioner Meredith also inquired as to when the Grand Opening is planned. Mr. Chambers suggested a date in November.
- Commissioner Taylor inquires when the 1st resident can expect to be moved in. Mr. Chambers stated the earliest move in would be about a month from now.
- Discussion took place about the subsidy assigned to the different size units. Mr. Chambers stated there are Project Base Section 8 Units and Regular Tax Credit Units with a proportionate split of each for the 1- and 2-bedroom units. Commissioner Buchand reported that she spoke to an individual who said her rent for a 2 bedroom was not subsidized and would jump from \$600 to \$900. Mr. Chambers states for Commissioner Buchand to refer tenants having any issues to contact him so he can look into the situation and clear up any misunderstandings.
 - Mr. Russell responded that HUD approved Project Based Vouchers at Amaryllis that included 2-bedroom units. So, if anyone from NDC said there's no subsidy for 2-bedrooms, they're incorrect and he asked Mr. Chambers to address the situation with NDC. Mr. Chambers again reiterated to Commissioner Buchand to have any resident email or call him to get involved if there are any issues. He added that if a resident is moving from a McCown/Annex 1-bedroom to an Amaryllis 2-bedroom that there would be an increase due to it being a larger unit.
- Commissioner Buchand also reported that she'd not seen the new lease and pet policy. Mr. Chambers reported that a memo was distributed to the board on August 25 that addressed the commissioner concerns which were discussed when reviewing the lease at the Admin/Finance Committee meeting from August 23. The lease documents were distributed to the board following the Admin/Finance Committee on that day.
 - Attorney Gilmore recommended resending the Amaryllis lease documents and addendums. Mr. Chambers agreed that that can be done. Commissioner Meredith also asked for the unit distribution and the assigned subsidy for the units be resent.
- Commissioner Finger inquired about preference for SHA residents. Mr. Chambers responded that 1st priority will be given to returning residents that are age eligible and the 2nd priority is being given to McCown Tower residents. Mr. Russell added that SHA residents are being given a 3rd priority.

- Discussion took place regarding the internet/cable/phone provider for the project. Mr. Chambers reported that the cable provider is Blue Stream. He stated that Frontier is in a bankruptcy suit and couldn't put together a good package and Comcast wasn't able to provide fiber optic service to the building.
- B. Lofts on Lemon (Cohen Way)
 - Mr. Chambers reports the roof is on and temporary windows are in. Drywall should begin in a couple months. The property is starting to look like a development is going up. They are looking towards April 2022 for substantial completion.
 - Commissioner Finger inquired about the future phases and the Tax Credit Applications. Mr. Chambers stated FHFC wouldn't allow for back-to-back applications and that applications would be submitted by this time next year.
- C. Cypress Square (Courts)
 - Mr. Chambers reports the project is in for permitting and received comments a week ago. Permits will be resubmitted today. Relocation is in process and residents are looking for new units. Then the demolition can begin.
 - Commissioner Buchand inquired who the General Contractor (GC) will be. Mr. Chambers stated it will most likely be NDC out of Bradenton. He added that because they are local there won't be the need to hire a local company like DuCon, who JWR partnered with for Amaryllis and Loft, to assist with the local hiring efforts.
- D. McCown 9% Preservation Update
 - Mr. Chambers reports the 1st meeting was held on 9/8/21 with McCown residents to discuss the plan. A meeting was held with the city as well to discuss the scope. The electrical will need to be completely redone and the plumbing is another large item to be addressed. Planning is being done to see how to accomplish this with without displacing the residents. Another resident meeting will be held towards the end of October.

XII. NEW BUSINESS

- A. None

XIII. 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 Buchand made a motion to accept the Program Updates Consent Agenda. Commissioner Morgan seconded the motion. The motion was voted on and passed unanimously.

XIV. COMMISSIONER ANNOUNCEMENTS / COMMENTS

- A. Commissioner Buchand Expressed concern that the staff are being treated badly and being fired. Commissioner Buchand expressed several other personnel issues that she believes is affecting the SHA work environment. She also believes favors are being done and people are receiving emergency housing when she was told there isn't emergency housing. Further comments were that she doesn't know if there's help from her fellow commissioners not to do what's right for staff and residents but that she wants to protect the housing authority, workers and residents. She believes staff is suffering and being fired and retaliated on and things are being covered up. Commissioner Buchand also reported that she and Commissioner Sargent serve on the Resident Council together and talk about resident issues not the Board.
- B. Commissioner Finger reported that he attended the Washington PHADA Conference and that there's many changes that will be happening to affect housing authorities. He discussed that housing authorities are moving into RAD, tax credit and into the development of non-profit corporations to operate them. He is suggesting that commissioners look into attending the upcoming PHADA conference in January 2022.

XV. ADJOURNMENT

The Sarasota Housing Authority Board of Commissioners meeting was adjourned at 5:52 pm.