



Sarasota Housing Authority
269 South Osprey Avenue
Sarasota, Florida 34236

Board Meeting
December 1, 2021
4:30 P.M.

- I. **CALL TO ORDER:** Chair John Colón called the meeting of the Sarasota Housing Authority Board of Commissioners to order at 4:32 pm.
- II. **INVOCATION**
- III. **PLEDGE OF ALLEGIANCE**
- IV. **ROLL CALL**

Commissioners Present: Chair John Colón, Vice Chair Jack Meredith and Commissioners David Morgan, Ernestine Taylor, Valerie Buchand, Deborah Sargent and Duane Finger (Zoom/In Person at 4:52 pm)

Commissioners Not Present: N/A

Attendees: Attorney Ric Gilmore, Quentin Torbert, Tarnisha Cliatt, City Commissioner Jen Ahearn-Koch, Joe Chambers and Kevin Stiff (Homelessness Response Program - Special Presentation)

SHA Personnel: William Russell, Ken Waters (Home Ownership – Special Presentation) and Andrea Keddell
- V. **APPROVAL OF MINUTES**
 - A. SHA Annual Board Meeting – September 22, 2021: Chair Colon put up the minutes from the September 22, 2021, Annual Board Meeting for approval. Commissioner Taylor made a motion to approve the minutes. Commissioner Meredith seconded the motion.
 - Motion was voted on and passed unanimously.
- VI. **SPECIAL PRESENTATION**
 - A. Homelessness Response Program (Kevin Stiff)
 - Mr. Stiff reported that he will be retiring at the end of this year and introduced Leah Hayes and DeeDee Jones from the County’s and City’s Homeless Outreach Team, respectively. They are 2 of 6 case managers. Ms. Jones and Hayes provided several examples of success stories of the program. Mr. Stiff emphasized that if it weren’t for the Housing Authority Vouchers many of these persons would remain homeless until they pass away.
 - They currently have 13 vouchers pending until a landlord can be found. They’ve been having difficulty finding landlords that will accept a tenant with a voucher. Mr. Russell reports that SHA’s payment standard is currently at 110% of the Fair Market Rent (FMR) and have applied to HUD Miami to increase the Payment Standard to 120% of FMR to increase the buying power of our vouchers in this difficult market.

- Mr. Stiff reports that the SHA staff have been excellent, and that Ms. Jones will be the new point of contact for SHA.
- B. Home Ownership Program (Ken Waters)
 - Mr. Waters introduced Aaron Todd as one of SHA's newest homeowners. Mr. Todd is a HUD VASH participant who converted his voucher into a homeownership voucher and became a homeowner a few months ago. Mr. Todd expressed that Mr. Waters assisted with the process and it was a seamless, easy process.
 - Ken provided an overview of the struggles of most families to find affordable homes to purchase. Mr. Waters explained that there are other participants looking for homes but there is a shortage of homes in the price range for a 1st time home buyer. Average sale prices for single family homes have jumped from \$245K to \$345K and out of the buyer's price range. Mr. Todd stated that in his case he was already in a home that the landlord wanted to sell, and he was able to purchase it from his landlord. Mr. Todd also explained that Mr. Waters was instrumental in assisting him and the FSS class provided a great amount of information.

VII. PUBLIC PRESENTATION

- A. None

VIII. RESOLUTIONS

- A. Res 21-15: Approval to Create Management Company
-

- Commissioner Buchand pulled Resolutions 21-15.
- Mr. Russell provided an overview of the purpose of the Management Company being proposed, stating that it is a requirement in order for SHA to manage any of the LITCH developments that it has or will be developing. The 1st property that the new management company would manage would be McCown Tower because it's being rehabbed via Tax Credit funds. The management company will also allow SHA to take over management of Amaryllis, Lofts and even Janie's when it becomes eligible.
- Attorney Gilmore provided additional information explaining the need for a designated management company and that the IRS requires a 501(c)(3) to list exactly the purpose of the entity. SHA didn't have a not-for-profit designated as a management company so this would serve that purpose.
- Commissioner Buchand maintains that she's not had enough time to look at this and understand it's purpose.
- Commissioner Colón suggested it be moved to a Development Committee for further discussion. The board agreed unanimously to do this.

IX. OLD BUSINESS

- A. Boys & Girls Roy McBean Club Future Plans (Tabled)
- B. Amaryllis Park Place (Orange Ave)
 - Mr. Chambers reports they are working to get units occupied by the end of the year. They received a temporary certificate of occupancy (TCO) for the common area and should have the TCO for the units soon. Inspections and punch list walk through/work should start next week. He will set up a lease up report to send out.

- Commissioner Sargent inquired as to when the Grand Opening is be planned. Mr. Chambers stated they'll be looking at a date in February.
- Commissioner Buchand inquired about the changes requested to the pet policy and the wording is still a problem. She states that the security deposit and the pet fee should be a onetime charge and not be paid at each renewal. Mr. Chambers responded that the reassessment and additional charges would only be assessed if there is damage. Commissioner Colón commented that there should be language that if it's the same renter (continued occupancy) then there should not be any further pet fees. Any damage should be assessed and paid out of the security deposit or assessed upon lease termination.
 - Discussion to place and it was decided to have Mr. Russell circulate the current language to the board so they can provide input and the suggestions will be brought back to NDC for incorporation into the policy.
- C. Lofts on Lemon (Cohen Way)
 - Mr. Chambers reports they are looking towards May 2022 for substantial completion.
 - City Commissioner Jen Ahearn-Koch inquired if they're still planning for solar with this project. Mr. Chambers stated it wasn't in original plan but that they set it up so that it could be added easily down the road should funds become available. He stated he will follow up with Jeff Reddenburg.
- D. Cypress Square (Courts)
 - Mr. Chambers stated they're working to close this year.
 - Relocation efforts continue. There are 15 residents left and most have new units selected. There are 4 still looking for new units. Mr. Waters and the property team is assisting them to locate a unit to move to. Then the demolition can begin.
- E. McCown 9% Preservation Update
 - Mr. Chambers reports they should have a revised set of drawing by the end of the month and then they'll be able to get a better idea on pricing. Another resident meeting will be held December 9.

X. NEW BUSINESS

- A. None

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

XII. COMMISSIONER ANNOUNCEMENTS / COMMENTS

- A. Mr. Russell reported the County has \$84 million to help governments get through during COVID. A survey was done in the community and affordable housing was listed as the #1 need but only \$5 million (including supplements from other funding sources) have been earmarked for affordable housing. He has e-mailed the board the PowerPoint going over these details. On December 7 there is a City Board Meeting and he and a group of concerned agencies are planning to attend to speak during public comment section.
- B. Commissioner Buchand states that she's attending a certified commissioners training with NAHRO and is learning a lot about what they should be doing and/or are not doing. She inquired during the class on whether the housing authority can waive late fees for persons that don't receive their SSI checks in time to pay the rent by 1st of the month. She was told the housing authority has the power to waive these or utilize Covid or other funds to assist to help these individuals get caught up on their rent. Mr. Russell explained that Mr. Waters does work with residents to help them get ahead on their payments so they can put cash away in the middle of the month for their rent payments. There is also a grace period for payments and the season of sharing program is also utilized to assist people with getting caught up and on schedule. Mr. Russell will see if Mr. Waters can get with the tenants that Commissioner Buchand is referring to to see if he can assist them in any way.
- C. Commissioner Sargent reported she's also attending the certified commissioners training with NAHRO and that she'd like to set up meetings of the Bylaw Committee. She'd like to set the 1st up in January to start reviewing portions of the document over the next year and states they should be updated every 2-3 years.
 - Commissioners Meredith and Taylor expressed an interest in knowing more about NAHRO Certified Commissioners training. Andrea will send the information to the board. (This was emailed on 12/2/21.)

XIII. ADJOURNMENT

The Sarasota Housing Authority Board of Commissioners meeting was adjourned at 5:55 pm.